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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, JANUARY 12, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

DOCUMENTS DEPT.

JAN 10 1995

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NOTICE: Prior to meeting start, requests to testify are accepted completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: December 21, 1994
- IV. COMMUNICATIONS
- V. PRESENTATION: Gerald Lenoir, Executive Director of the Black Coalition on AIDS
- VI. REPORT: Toye Moses, Executive Director of the SECF Commission
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, January 25, 1995



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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, JANUARY 12, 1995
6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

MAR 20 1995

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Ella Stoneham-Brown, Public Affairs, DPW; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

The minutes of December 21, 1994 were deferred till the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Notice from the Mayor's Office listing relocation of City Departments.
- b) Monthly report on crime rate in San Francisco.

January 12, 1995

V. PRESENTATION-GERALD LENOIR, EXECUTIVE DIRECTOR OF THE BLACK COALITION ON AIDS

Commissioner Jones announced that Mr. Gerald Lenoir was unable to attend the meeting that evening.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses reported that he went to defend the budget with Mr. John Cribbs and from there it will go to the Chief Administrative Officer, Budget Analyst, Mayor's Office and the Board of Supervisors. (The final drafts of budget for both facilities were distributed to the Commissioners for review.)

The Captain Shorey Childcare site caught on fire in the staff lounge. Ms. Ella Stoneham-Brown went to the scene to investigate the damages. The fire department was contacted and later DPW went to make minor electrical repairs which seemed to be the cause of the fire. The Martin Luther King Center was experiencing problems with nonoperable lighting and heater. DPW was again contacted and has taken care of the problem. The SECF Community Room is still having leak problems. The glazier has worked on the interior of the facility, but will have to wait till the rainy season ends to complete the exterior. The greenhouse roof has been repaired, but now problems are occurring with the skylight (city contractor has been contacted).

Commissioner Garlington wanted to know the circumstances revolving around the damaged drapes in the SECF Community Meeting Room. Mr. Moses responded that there was a function given by a community group and a brawl took place. The drapery cannot be cleaned and must be replaced. Commissioner Garlington questioned if the persons responsible were going to defray the cost of the drapes and were they aware that security service is required at such functions--was security provided? Mr. Moses stated that correspondence has been sent to the party involved and he is awaiting a response; they were aware that security/monitor is required and one was provided; the police department was contacted and a report filed.

Commissioner Jones wanted to know if there was a timeline given for taking care of this? Mr. Moses replied that the letter was sent about three weeks ago requesting a response as soon as possible. Follow-up was made, but their phone was disconnected.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison to send a letter on behalf of the Commission reflecting a certain timeframe to get the drapes cleaned or replenished.

Commissioner Madison made an addendum to the motion requesting submission of entire file on incident. The motion was passed unanimously. The Executive Director was instructed to forward letter to person(s) responsible.

Mr. Moses reported that MOCD has already started the work at EPMC (Mr. Moses will keep Commissioners informed of progress). There has been very nominal problems at EPMC. Mr. Moses met with Mr. Jim Wunderman, Chief of Staff to discuss the budget for next year and apprising him that approval is still needed for the secretarial position. As reported previously, Mr. Pitcher's office has been providing support service to Mr. Moses and the separation of offices will make such services difficult.

Commissioner Garlington inquired about the progress of the management assistant position. Mr. Moses explained that this position, if approved, will be effective next fiscal year in July. Commissioner Madison wanted clarification of the secretarial position. Mr. Moses stated that this position is funded, but cannot be filled until it is approved; once it is approved, it will go through the Civil Service process.

Mr. Moses further reported that he met with Mr. Terry Salinda of the Mayor's Office, who is in charge of all commissioners. It was brought to Mr. Moses' attention that some of the Commissioners' term had expired, and the new appointment will be made soon. (Mr. Moses is awaiting further instruction from the Mayor's Office.) Commissioner Garlington wanted to know the expiration dates. Mr. Moses stated that four Commissioners' terms were expired in 12/8/94 and two will be on 12/8/95.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept the Executive Director's report.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Charlie Dunn reported that the City Attorney reviewed the American Red Cross MOU and there were a number of issues. It was recommended that the MOU be condensed to a single page (inclusive of MOU being under administrative code, time limit with City option--not theirs, etc.) to be presented to the Facilities Subcommittee. Mr. Dunn suggested that he and Mr. Moses be allowed to compose a one page MOU with the City Attorney's Office. The City Attorney's Office has suggested that the RFQ for the switchboard space at EPMC be postponed pending other issues with the City Attorney and Commissioners are resolved. The City Attorney's Office will be contacting those individuals personally and after response will inform the Commission. The rules and charters regarding "conflict of interest" were sent.

Mr. Dunn reported that work is being done to devise a lease for the South Bayshore Community Development Corporation (SBCDC) and SECF Commission in the senior

section of SECF, such as fire protection issues that need to be developed for the open-space. Commissioner Madison questioned whether or not there is a "conflict of interest" with Mr. Pitcher's involvement in SBCDC, being a tenant and working with the City--has this been explored? Mr. Dunn responded that this has been reviewed and Mr. Pitcher's involvement with the City does not preclude him from being involved with a non-profit organization.

Mr. Moses wanted to know why such matters should be placed on hold until a ruling is made from the City Attorney's Office. It was Mr. Dunn's understanding that the City Attorney will only deal with the Commissioners personally who feel there is a conflict of interest and the RFQ will not be developed until this is resolved. Commissioner Brown noted that Commissioner Ettinger was willing to withhold vote and comment; whereas, Commissioner Richardson wanted to participate in discussion--which was a conflict of interest. Commissioner Ettinger stated that this was not his understanding, and that Commissioner Richardson does not have children attending EPMC. Commissioner Brown noted that Commissioner Richardson's child is on-leave from EPMC, which makes her still involved.

ACTION: Commissioner Jones moved, seconded by Commissioner Garlington and carried to accept Mr. Dunn's report--inclusive of devising a single page MOU for the American Red Cross.

VIII. NEW BUSINESS

Mr. Moses announced that Ms. Naomi Gray who is an Advisory Commissioner for the Golden Gate National Recreation Area Advisory Commission would like to make a presentation to the Commission and inform the community of what is available (economic development). Mr. Moses suggested that she be invited to the next Commission meeting. Mr. Gerald Lenoir, who was scheduled to meet with the Commission had requested a later date.

ACTION: Commissioner Madison moved, seconded by Commissioner Ettinger and carried to invite Ms. Naomi Gray to make a presentation at the next Commission meeting.

IX. PUBLIC COMMENT

Ms. Cynthia Selmar, Director of Southeast Health Center regretted not being present during the discussions of American Red Cross utilizing this facility. The Southeast Health Center is a designated disaster center for this area in terms of first aid. She commended the Commission for trying to reach an agreement with the Red Cross to make shelter available. She requested to be placed on the agenda at some

January 12, 1995

point to keep the Commission abreast of what is occurring in "manage care". The Department of Public Health is being mandated by the State Department of Health to go into manage care (all medical eligible clients will have to choose a provider of care). These providers of care traditionally are called health maintenance organizations, such as Kaiser, etc. It is hoped that these clients will select Southeast Health Center because if not, the center will not survive. There is a great deal of competition and Southeast Health Center wants to educate the community as much as possible.

Ms. Selmar invited the Commission to participate in the community's needs assessment process. Given the demographic changes and some of the other changes in the community since the last census, this is needed to get a clear health status of what this community needs. The Southeast Health Center wants the community to see the center as their health center. Their goal is a community site for primary care and that model includes community outreach and development.

Commissioner Richardson wanted to know the status of lead testing in this area? Ms. Selmar replied that lead testing has always been provided free at the center for children under the age of seven. They were able to extend the lead testing free-of-charge for a period of four weeks to residents of this community who needed or wanted testing. She felt that this testing should be available at all times. Commissioner Richardson was very instrumental in making the department setup a quick program for this without notice. Additional staff was provided to assist with the testing. Unfortunately, due to the lack of outreach, many people were not aware of the program; and during the four weeks of specialized testing, only six persons were tested. Seemingly, when the community is applying pressure on the health department to perform certain tasks, it should be a well thought-out plan, so that the health education and media outreach be integrated--and held to some type of accountability, so that it is not short-term. It takes a long time for this community to get information and act on it.

Commissioner Richardson wanted to know how can this process be re-initiated again? Commissioner Brown questioned who initiated this process? Ms. Selmar stated that it was a group who was concerned about the space being proposed for an electric plant (cogeneration plant). Commissioner Richardson asked how can pressure be applied to the health department to insure that lead testing is high in priority? Ms. Selmar noted that it is a priority with children. It is mandated by law to perform this testing on every child. The problem is children who are over 7 years of age and where there are high rates of developmental disabilities.

Mr. Moses recalled Mr. Neil Gendel who made a presentation on lead poisoning several months ago. Mr. Moses suggested that perhaps Mr. Gendel could attend the meeting with Ms. Selmar to give an update. Ms. Selmar recommended that the health department be invited to make a presentation on "lead" in terms of how to

SECF COMMISSION

January 12, 1995

prevent it, what treatments are needed, etc. (Ms. Selmar offered to coordinate with the health department regarding the meeting with the Commission.)

Commissioner Richardson requested the assistance of the Commission with the outreach process. Commissioner Brown asked that the homeowners association who initiated this be involved also.

Commissioner Jones announced that on January 13th, four schools will be marching in celebration of Dr. Martin Luther King, Jr.'s birthday. The schools are: Malcolm X, Brett Harte, Charles Drew and George Washington Carver. The march will leave from Carver Elementary at 9:15 a.m. and converge at the Opera House by 10:00 a.m.; at that time, one student from each school will make speeches. Every year, the children in the SFUSD are asked to write essays on various themes. The Carver Elementary students have always been winners with first, second and third place. This year, they placed first and third in the district with over 1,000 essays that were presented. The first prize winner will receive \$100, third prize winner \$25 and the school will receive for the first time \$1,000. The children will be honored at a breakfast at the Sheraton Palace on Monday, January 16th. (Commissioner Jones extended an invitation to the Commission.)

Commissioner Brown asked whether certificates of commendation can be provided for those children at this late date. Commissioner Jones replied that they can be given at the school at a later date.

ACTION: It was unanimously approved to obtain certificates of commendation for Amalen Santos and Tierra Powell to be presented at a school assembly.

Commissioner Brown announced that the Board of Supervisors will be conducting their meeting at this facility on March 3rd. Mr. Moses announced the news of Chancellor Dobelle leaving the college district. The New Bayview Committee will be meeting on Wednesday, January 18th and the guest speaker will be Supervisor Migden.

Commissioner Brown asked that the item of "Discussion of other commissions that the SECF Commission would like to meet with" be placed on the agenda of the next meeting. She asked that the roster of city commissions be made available.

X. ADJOURNMENT

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 7:10 p.m. The next regular meeting will be held on Wednesday, January 25, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, JANUARY 25, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Bobbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

DOCUMENTS DEPT.

JAN 24 1995

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- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: December 21, 1994 & January 12, 1995
- IV. PRESENTATION: Naomi Gray, Commissioner of the Golden Gate National Recreation Area Advisory Commission
- V. COMMUNICATIONS
- VI. REPORT: Toye Moses, Executive Director of the SECF Commission
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
- VIII. NEW BUSINESS
 - Discussion of meetings with other City Commissions
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, February 9, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

WEDNESDAY, JANUARY 25, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Linda Richardson

Excused: Commissioner Matt Ettinger

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Karen Pierce, resident; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

December 21, 1994 and January 12, 1995 minutes were deferred until the next Commission meeting.

IV. PRESENTATION-NAOMI GRAY, COMMISSIONER OF THE GOLDEN GATE NATIONAL RECREATION AREA ADVISORY COMMISSION

Ms. Naomi Gray was unavailable during the beginning of the meeting and asked Ms. Karen Pierce to distribute information.

SECF COMMISSION
January 25, 1995

V. COMMUNICATIONS

The following correspondence were distributed, but not discussed:

- a) Roster of City Commissioners.
- b) Letter to user of facility requesting payment for damages incurred while holding an event in the SECF Community Meeting Room. (Event Monitor's Report was included of incident.)

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

No report was made.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

No old business/follow-up issues were discussed.

VIII. NEW BUSINESS

Discussion of meetings with other City Commissions

Roster was distributed for the Commissioners review and consideration.

IX. PUBLIC COMMENT

No public comments were made.

X. ADJOURNMENT

A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 6:45 p.m. The next meeting will be held on Thursday, February 9, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

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FEB 7 1995

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, FEBRUARY 9, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Bobbie Brown
President

Matt Ertinger
Ethel Garllington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: December 21, 1994 & January 12/25, 1995
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, February 22, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

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#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, FEBRUARY 9, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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PUBLIC LIBRARY

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Louise Jones

Excused: Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Toye Moses, SECF Executive Director; Victor Payne, American Red Cross; Sy Allen, resident; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Approval and discussion of minutes were deferred until the next meeting.

IV. COMMUNICATIONS

The following correspondence were distributed, but not discussed:

a) Letter to Careth Reid regarding an incident with the students of Joshua Marie

SECF COMMISSION

February 9, 1995

Cameron Academy.

b) Response from Careth Reid to Gloria Hampton about the above incident.

c) Copies of commendation certificates to winners of the essay competition, Amalen Santos and Tierra Powell.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

No report was made.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

No old business/follow-up issues were discussed.

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENT

Commissioner Brown announced that due to a death of a member of the community, discussion of above items would be postponed to enable Commissioners and staff an opportunity to attend funeral services that evening.

IX. ADJOURNMENT

A motion was made by Commissioner Ettinger, seconded by Commissioner Jones and carried for adjournment. The meeting adjourned at 6:45 p.m. The next meeting will be held on Wednesday, February 22, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, FEBRUARY 22, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Bobbie Brown
President

Matt Ertinger
Ethel Garllington
Louise C. Jones
Scott Madison
Linda Richardson

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A G E N D A

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FEB 23 1995

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- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. PRESENTATIONS: Neil Gendel, Director of Lead Programs
Cynthia Selmar, Director of Southeast Health Center
- V. COMMUNICATIONS
- VI. REPORT: Toye Moses, Executive Director of the SECF Commission
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
- Discussion and action on American Red Cross "MOU"
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, March 9, 1995

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6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

February 22, 1995

This meeting was not held.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
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Executive Director

THURSDAY, MARCH 9, 1995 - 6:00 P.M.
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- III. APPROVAL OF MINUTES
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- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
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Wednesday, March 22, 1995

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Frank M. Jordan
Mayor

THURSDAY, MARCH 9, 1995

6:00 P.M.

Toye Moses
Executive Director

1800 Oakdale Avenue
San Francisco, California

Bobbrie Brown
President

Matt Erringer
Ethel Garlington
Louise C. Jones
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Linda Richardson

BUSINESS-SCIENCE
DOCUMENTS DEPT.

MAY 3 1995

SAN FRANCISCO
PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Scott Madison

Absent: Commissioner Louise Jones
Commissioner Linda Richardson

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Commissioner Garlington moved, seconded by Commissioner Madison and carried to approve the minutes of December 21st thru February 9th as printed.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Letter to Sulu Palega who had requested to monitor an event occurring that week.
- b) Follow-up letter to Mike Fenene regarding the remittance of \$912 to pay for damages to SECF drapes and furnishings.
- c) Correspondence from CCSF Southeast Campus regarding the lighting situation outside the building and safety issues.
- d) Thank you letter from Ecology and Environmental, Inc. for use of the facility.
- e) Floor plan for the construction of SECF Commissioners/staff and SBCDC offices in the senior area. The Bureau of Architecture and Building Repairs estimates that cost will be \$65,000 to install offices and fire-rated corridor. It will take about a month to complete construction.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses announced that he will be relocating to 30 Van Ness and 1800 Oakdale the following week. His new phone number will be (415) 821-1534.

Commissioner Garlington expressed concern regarding the water leaks in the roof and the lack of drainage outside. Commissioner Madison had questions regarding liability of persons using the facility. He wanted to know the mechanism in place to insure that users of the facilities actually have insurance 24 hours, 48 hours or 5 minutes before the event. What is the policy to say that if they do not have insurance, they cannot use the facility? Mr. Moses replied that the "Rules & Regulations" approved by the Commission does indicate that "the SECF Commission may require the user to have insurance." Insurance has not been enforced in the past, but due to the problems occurring, it has become necessary to request insurance. The Police Department will not issue liquor license to groups without insurance.

Commissioner Madison wanted to know if a decision was made by the Commission to exercise this option and require property damage/personal injury insurance in every case, at the discretion of the Executive Director, or only when alcohol beverages are served. Commissioner Madison felt that this should be specific and

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a policy made to exercise that everyone have insurance. Commissioner Brown stated that it was her understanding that when the guidelines were established, this was never enforced and "the discretion of the Commission" was applied because some of the community residents could not afford the insurance. There has not been a meeting to discuss insurance and alcohol. Mr. Dunn recalled that insurance was not a factor to keep the community rooms affordable; however, if alcohol is served, there is a good chance of damage to the property.

Mr. Moses read aloud the "Rules & Regulations" given to users for signature. He recommended that insurance be required when alcohol is sold. Commissioner Madison stated that since Mr. Moses has been acting on behalf of the Commission, it would be appropriate for the Commissioners to support him with some type of policy. Commissioner Brown noted that the policy has been established. Commissioner Madison expressed that he would like the policy to be more specific in terms of "Insurance is required when alcohol beverages are sold". Commissioner Garlington questioned what would happen to other community groups who do not serve alcohol?

Commissioner Garlington questioned the lack of security/monitors provided for events. She felt that each user should have guards during the events and pay for damages that incur. Mr. Moses explained that monitors are provided for each event. Commissioner Ettinger concurred with Commissioner Madison in supporting Mr. Moses with a clear policy specifying that "Insurance is required when alcohol beverages are sold or served."

ACTION: Commissioner Madison moved to amend the Rules & Regulations to reflect "Insurance may be required at the discretion of the SECF Commission, except it shall be required at any event where: a) alcoholic beverages are being sold; and b) alcoholic beverages are being served after 6 p.m."

After discussion on the motion, Commissioner Ettinger seconded and it was unanimously passed to accept Commissioner Madison's motion with the following revision ".... alcoholic beverages are being served at any time."

Commissioner Garlington asked that the above policy go into effect immediately.

Mr. Moses reported that he has been having problems from community residents using the facility and wanting to monitor their own events. Commissioner Garlington questioned if designated monitors were provided and should not they be present during the entire time of the event. Commissioner Ettinger felt that it was important to have consistency with persons monitoring because of the various rules and standards set by the Commission--with regards to balloons, liquor license, etc. Mr. Moses stated that Mr. Jim White and Ms. Willie McDowell have been the designated

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monitors and are familiar with the building. Commissioner Brown questioned if the Commissioners want to have a standing/requirement that everyone pays for a designated monitor (Mr. Moses noted that Mr. Sulu Palega has requested to be a monitor). Commissioner Madison clarified that at present, the designated monitors are the custodial services; and persons requesting to be monitors should use one of the designated event monitors to assist.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried to require that users of the facilities have designated monitors present during all events and not self-appointed monitors.

Mr. Moses stated that a tentative date has been scheduled for the Southeast Youth & Their Grandparents Celebration Day for June 10, 1995. The Mayor has agreed to attend; and approval for having the event is needed from the Commission. Commissioner Ettinger expressed concern that the grandparents were not having their own celebration day--they should be recognized for raising their grandchildren and it is hoped that at some point in the future an event specifically for grandparents will take place.

ACTION: Commissioner Madison moved, seconded by Commissioner Garlington and carried to approve the second annual "Southeast Youth & Their Grandparents Celebration Day" for June 10, 1995.

Mr. Moses reported that the Board of Supervisors met in the SECF Community Room earlier that week with an attendance of about 700 persons. He thanked the Commissioners who were present. Commissioner Brown added that there was great community participation and their points were made. Commissioner Richardson spoke about the cogeneration plant issue.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Brown opened for discussion, the safety issue with regards to the letter submitted by the CCSF Southeast Campus Advisory Board indicating incidence of vandalism and theft. Captain Hettrich and Dean Brown have agreed to add patrol and increase lighting. Commissioner Brown suggested that research be made of cost to install additional lighting. Commissioner Ettinger wanted to know if they are asking for building or street lighting. Commissioner Brown replied that they would like both types of lighting. Mr. Moses added that the lights on the grounds come on by a timer and are operating okay. Dean Brown had requested additional street

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lighting for the front of the building. (Mr. Moses will research this further and report back). Commissioner Ettinger asked that Mr. Moses ascertain where the incidence occurred (front, back or sides of building). Mr. Dunn noted that high pressure or low sodium lighting is least expensive--perhaps the college staff could make recommendations as to what type of lighting they want provided, where to install and cost. Commissioner Madison suggested that these questions be directed to the college advisory board to consult the college staff (letter will be forwarded).

Commissioner Brown reported that when the Mayor met with the Commissioners two months ago, he stated that he would look into revitalizing the Mayor's Economic Council; and no update has been received. She suggested that staff follow-up on this matter.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to send a letter to the Mayor requesting information on the timetable of the revitalization of the Mayor's Economic Task Force.

VII. NEW BUSINESS

Mr. Dunn reported that the college lease will be up for renewal shortly and it has been verbally requested by college staff to lease the entire SECF building--no quotes on rental were given.

Mr. Moses stated that it was brought to his attention that a company has been providing snacks in the main lobby area to students and staff. Mr. Moses recommended that a letter be forwarded to Dean Bernice Brown regarding subleasing the facility.

VIII. PUBLIC COMMENT

No public comments were made.

IX. ADJOURNMENT

A motion was made by Commissioner Ettinger, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:40 p.m. The next regular meeting will be held on Wednesday, March 22, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



**SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO**

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, MARCH 22, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, April 13, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Frank M. Jordan
Mayor

WEDNESDAY, MARCH 22, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

Toye Moses
Executive Director

Bobbrie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Toye Moses, SECF Executive Director; Ella Stoneham-Brown, Public Affairs, DPW; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

a) Letter to Careth Reid from the Department of Real Estate. To date, no response has been received from Ms. Reid.

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b) Letter from Bernice Brown regarding the usage of lobby area by Yogurt Expressions and requesting permission of use (agreement was available).

After reviewing the agreement, Commissioner Ettinger noted that there is a clause stating that student council will receive a percentage of the funds, if there is a profit in the future. Commissioner Ettinger believed that whether or not money is being exchanged has no relevance--the fact that someone is occupying the space, constitutes a lease agreement between Yogurt Expressions and the CCSF Southeast Campus. Commissioner Garlington expressed that the college leases space and not the entire building. Dean Brown should have approached the Commission before allowing Yogurt Expressions usage. This food service could hinder the implementation of the culinary program at this facility; furthermore, what will become of the \$300,000+ Kopp monies for that program?

Commissioner Jones suggested that Dean Brown be invited to the Commission's next meeting. Mr. Moses felt that Dean Brown is in violation of the lease agreement between the City and the College District--it is noted in the lease that before space is sublet, there must be approval from the City/Commission. Commissioner Ettinger recommended that a letter be forwarded to Dean Brown stating that in the Commissioners' estimation, this agreement does constitute a lease; and that she would need to make an application to the Commission prior to subleasing space. Since space in question is being occupied, action should be taken immediately.

ACTION: Commissioner Ettinger moved, seconded by Commissioner Garlington and carried to forward an invitation to Dean Brown to meet with the Commission at the next meeting.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye reported that his office is temporarily located at 30 Van Ness Avenue (phone #558-4043); Mr. Pitcher's number is 558-4041. Mr. Moses will be commuting between Oakdale and Van Ness, and encouraged the Commissioners to view the construction currently taking place in the senior area.

The secretarial list for another 12 applicants from Civil Service was received. After screening and process of elimination, four candidates were eligible to be interviewed by DPW personnel. None of the candidates were selected and another list will be requested. Commissioner Madison wanted to know if shorthand and minute-taking transcription are part of the job description. Mr. Moses replied that this was a major part of the job, along with other clerical duties. Commissioner Madison questioned how applicants could pass the test, if this was a major part. Mr. Moses explained that a 1446-Secretary, with computer and general office/clerical skills is being requested.

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The candidates were interviewed orally and a typing certificate presented; however, he prefers a person with shorthand experience. Seemingly, not too many persons use shorthand any longer (Commission will be informed of outcome).

The committee for the "Southeast Youth & Their Grandparents Celebration Day" have been moving forward rapidly, and are meeting on a weekly basis (update will be given at next Commission meeting).

The SECF Community Meeting Room still has leaks, even though DPW has tried to make repairs. It was necessary to obtain an independent contractor to do an assessment of the roof; and Gonzalez Roofing Company was hired to provide DPW with an estimate.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Moses reported that to date, no response has been received from Mr. Mike Fanene regarding payment of damage to property. Mr. Moses assured that Mr. Fanene will not be able to utilize the facility until this matter is resolved--his name has been removed from the calendar.

Commissioner Madison remarked that at the last meeting, the Commission amended the policies for use of community rooms. Mr. Moses stated that it is in the process and will be available for approval at the next meeting. The rule of insurance has gone into effect and as a result, there have been few major events. Commissioner Madison reported that the Redevelopment Agency personnel who were meeting on the Enterprise Zone expressed concern regarding the policy of requiring clean-up staff. Commissioner Madison asked that a policy be included to make exceptions for business meetings or similar programs without financial assistance, no budget/funding or groups supported by the Commission. Mr. Moses responded that it was the Commission who made the policy reflecting that "Any community organization or government agency using the facility must require monitors, clean-up person, etc.--this has been enforced with these groups. Any event 8-5 p.m. is free because there are custodians on duty; however, after that time, an outside person is hired (Ms. Willie McDowell). Staff has been following and implementing the Commission's instructions--if changes are required, they will be made.

Commissioner Brown noted that Commissioner Madison was an active participant in the discussion of amending the rules. Commissioner Madison agreed that he was instrumental in amending the rules, and for the record "he is not above making

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mistakes". There were no implications that the policies would go into effect immediately. Commissioner Brown wanted to know why would policies be approved and withheld from implementation? Commissioner Madison replied that when this situation was brought to his attention, he did recall that he participated in the initial discussion and he was checking to see if exceptions could be made. Commissioner Richardson added that the danger is once the rules are changed for certain situations, it creates problems. Commissioner Madison realized this factor, but given this situation--would it be possible in cases of community organizations mentioned previously that, e.g. instead of charging fee for setup and cleanup, have staff setup between 8-5 p.m. and take down the following day during business hours, so that only monitors are required during the event. Mr. Moses stated that staff has been basically, accommodating community organizations and government agencies, but this cannot continue all the time. Commissioner Ettinger questioned if Mr. Moses is a designated monitor? Mr. Moses replied that he is not, and he cannot obtain payment for such tasks.

Commissioner Brown concluded that the Commission instructed Mr. Moses to implement having a designated monitor and he has been helpful in the process. If an exception is made to assist a group, then the Commission should forget the amendments made previously, and rules should be put in place and controlled around meetings. Commissioner Jones concurred that why would rules be made and not adhered to? (After further discussion, no other amendments were made to the "Rules & Regulations").

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENT

Mr. Moses announced that the Mayor will be visiting Providence Baptist Church on April 3rd, at 6 p.m. to discuss jobs, programs and other community issues.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried for adjournment. The meeting adjourned at 6:50 p.m. The next regular meeting will be held on Thursday, April 13, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

113/95
NOTICE OF MEETING

DOCUMENTS DEPT.

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, APRIL 13, 1995 - 6:00 p.m.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

APR 10 1995

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Bobbrie Brown
President

Matt Ertinger
Ethel Gardlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. DISCUSSION OF SUBLEASE AT SECF: Bernice Brown, Dean of CCSF Southeast Campus
- V. COMMUNICATIONS
- VI. REPORT: Toye Moses, Executive Director of Southeast Community Facility Commission
- VII. PRESENTATION: Michael Simmons, Executive Director of S.F. Housing Development Corporation - BVHP Senior Housing Project
- VIII. OLD BUSINESS/FOLLOW-UP
- IX. NEW BUSINESS
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, April 26, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

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#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, APRIL 13, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Charlie Dunn, Department of Real Estate; Alex Pitcher, Public Affairs Manager, DPW; Toye Moses, SECF Executive Director; Bernice Brown, Dean of CCSF Southeast Campus; Michael Simmons and Lisa Fitts, S.F. Housing Development Corporation; Loretta Whittle and guest, Yogurt Expressions; Constance Shields, resident; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. DISCUSSION OF SUBLEASE OF SECF-BERNICE BROWN, DEAN, CCSF
SOUTHEAST CAMPUS

Dean Brown stated that she received a letter from Mr. Moses stating that sublease of space was in violation. She did indicate in her letter that the space was not being sublet, but was an effort to supply service to the students. The vending machines were not a desirable method for providing food. She had assumed that the space in question was designated for college use. Mr. Pitcher explained that the reception/lobby area is a "commons area" for all tenants and the public--it does not come under the auspices of one tenant. Ever since the building was open in 1986, the college has used that area, along with other tenants, but it is not under the college lease. Dean Brown stated that she was unaware of this, particularly since the college had accepted the responsibility of maintaining that area, she had assumed to be a college area. Mr. Pitcher noted that the maintenance responsibility was a shared effort between the college and city custodians.

Dean Brown reported that Yogurt Expressions is a small business providing service to the college, and this gives the college an opportunity to support a small business in this community--which she is sure that the Commission is sensitive to. Commissioner Brown responded that the Commission is not insensitive to supporting small businesses in the community, however, there are guidelines that must be adhered to.

Dean Brown wanted to know what is it that the Commission would want the college to do? Mr. Pitcher replied that from the City's standpoint: a) To point out to Dean Brown and S.F. Community College District that it was an illegal transaction to make in terms of trying to negotiate for a lease (overstepped their boundaries); and b) the City does not want to punish an innocent party, such as Yogurt Expressions. At this point, it is between the Department of Real Estate, the SECF Commission and Yogurt Expressions--not the college.

Dean Brown stated that after reading the letter concerning sublet of space must obtain approval from City/Commission; she wanted clarity whether this policy applies to community use of rooms leased by the college to hold community meetings, workshops, etc? When the college makes available these classroom spaces, the policy of the district is to request that the group using the space pay a minimum fee of \$10 to cover cost of security and maintenance--would this also constitute a sublet of property?

Mr. Pitcher explained that usage of the facility on a one-time basis is different from the issue at hand; that is, on-going, day-to-day operation. The City has allowed the college city-wide to use the community room free-of-charge. Mr. Pitcher reiterated that the reception/lobby area is not under the college lease and, therefore, cannot

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be sublet by the college. Dean Brown noted that this section of the lease does not distinguish between a lease for one day, one hour, or one semester. Mr. Pitcher explained that the former deans have always allowed community groups short-term usage as part of the community outreach; which is different from someone establishing a business on an on-going basis. It is the dean's discretion how he/she wants to approach this in terms of renting their leased portion. Since the lobby area is a commons area, it is up to the SECF Commission, Department of Real Estate and Yogurt Expressions to discuss a possible lease.

Mr. Pitcher noted that in the lease, the college district is obligated to provide security on the outside of building 24 hours daily, as well as inside. The outside 24-hour security is not being provided by the college, however, the City has not enforced this issue with the understanding that the college is short of funds. Dean Brown responded that the college's understanding of 24-hour security is consistent with the way it provides security for all its campuses. If there is any violation or criminal act that requires security (inside or out), it is provided by the 24 hour on-call service. Mr. Pitcher clarified that in the lease, the college is to have physical security at this site; this lease is an exception to the other college facilities. The college district owns most of their other buildings, but they are tenants in this City facility. This agreement was in place in the college lease since its inception in 1986. It did start with security on outside and inside, and the City was approached by the college that their budget would not allow this to continue. The City was reluctant, but did go along with the college, and the college officials understood clearly that section of the lease.

Commissioner Madison suggested that the college accommodate Yogurt Expressions with another portion of the building leased by them and go through the sublease channels. Commissioner Ettinger recommended that Yogurt Expressions approach the Commission with a proposal to occupy an alternative space. If the City were to lease a portion of the commons area, would it have to go through an RFP? Mr. Dunn was unknowledgeable of this and would research it further. Mr. Dunn advised Dean Brown that she should not assume that this space (lobby) was the college's, and there is a difference between temporary and permanent use--any use of space considered permanent should be brought before the Commission. He cautioned Dean Brown to be careful in terms of what is college space and what is not--this is not a community college building and the college is a tenant. In the past, there has been a cooperative arrangement between security, maintenance, etc. The college lease, consisting of 30 pages, is up for renewal in three months and there are possible options.

Ms. Loretta Whittle, owner of Yogurt Expressions explained that this venture with the college is not a sublease--they were providing a service to the college and community. Mr. Pitcher replied that dispensing of food requires Board of Health involvement--there is more involved than merely setting up shop. Ms. Whittle noted

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April 13, 1995

that Yogurt Expressions has a snackbar in BVHP that is up to code with the Public Health Department, and all food is prepared and catered from there. Commissioner Ettinger questioned if the health department reviewed this operation? Ms. Whittle replied that they have not, but she has insurance coverage for her business and this facility.

Commissioner Garlington opposed to the lobby area being a possible snackbar area--very tacky; however, another part of the building would be okay. She wanted to know if this snackbar would interfere with the culinary program that has been proposed for this facility, the status of the Kopp funds that were allocated for that program, and the college locating matching funds.

Mr. Pitcher suggested that in view of the circumstances and in good faith, the Commission allow Yogurt Expressions to remain in that area for the next 30-45 days until the Commission and Yogurt Expressions can come to terms. Mr. Dunn stated that a 30-day period is too long for a permit. He asked that the Commission instruct staff to devise a permit for temporary use on a trial basis, instead of a lease. Mr. Pitcher noted that if the health department visits the facility, the Commission is liable and is bound by code violations, if any. He recommended that the Commissioners explore the possibility of a permit would be more appropriate. It is unknown if operating and dispensing food in that particular area is in code violation with the Board of Health, and the Commission cannot legally lease any facility that is in code violation. Mr. Dunn suggested that a 24-hour, temporary trial period notice be granted to Yogurt Expressions, so that staff could serve notice to vacate the premises. Documentation is required of Yogurt Expressions regarding their plans for the space. Mr. Pitcher explained the process.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Madison and carried to serve Yogurt Expressions with a 24-hour notice to vacate.

Mr. Pitcher added that a signed harmless clause is required of Yogurt Expressions to protect the City/Commission. Dean Brown replied that a signed statement was made between the college and Yogurt Expressions. Mr. Pitcher clarified that what transpired before was illegal--what occurs from this date forward is legal. (Mr. Dunn will provide Yogurt Expressions with a similar form.) Commissioner Richardson asked that this go into effect immediately. Commissioner Brown asked that the Facilities Subcommittee be prepared to meet on this as soon Mr. Dunn ascertains what the Commission requires of Yogurt Expressions and an appropriate space.

Commissioner Madison asked Dean Brown if it were possible to accommodate this food operations in the vending machine area, which would be a more appropriate place to offer food service? Dean Brown replied that the faculty have asked that the

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vending machines be removed from that area because of the disruption of classes; also, there is no running water--the space on the fourth floor is not a good location.

Commissioner Ettinger also wanted to know the status/plans for the culinary program at this facility. Dean Brown stated that in the initial meeting to discuss the new lease, the question of the culinary program arose. Dean Brown was asked to check with the curriculum/program about this, and she was informed that the district has two major culinary programs--one at Downtown and the other at Phelan Campuses. The Phelan program is under-enrolled; the program assumes the responsibility for the cafeteria and it has suffered tremendously in food service, as well as instructional. The Provost feels that it is unlikely that the college will be able to open another culinary program, where there is no indication of student demand and the high cost to operate it. Dean Brown suspects that this program will not go very far.

Commissioner Garlington stated that when the first discussions of the culinary program took place, all the other culinary programs were considered. However, there were residents of this community who were unemployed, needed training and could not afford to commute to other areas for training. This is why the Commissioners were requesting this program to be housed at this facility. Had the Commission been told that this was not possible in the beginning, they would have never requested funding. The Commissioners were informed from college officials that the money was in the bank (there should be more with the interest accumulated for this long period). Dean Brown stated that the Director of Government Relations, Mr. Dale Shimasaki has agreed to check exactly what the sunset clause is regarding that money, and if and when it reverts back to the State.

Mr. Pitcher clarified that the City had to go to the State to retain the money and prevent it from being returned. The State was instructed to send the money directly to the college district for disbursement. Mr. Pitcher asked that Dean Brown obtain a written statement from the Provost or person(s) who made the remark "it is not likely that the college will be able to open another culinary program", so that a request could be made to have the State transfer the funds to the City; the money was earmarked for this facility. Also, the proposed dining area under the college's lease can be negotiated from the lease--to be rented out to another group who might want to open a similar culinary in that area. Dean Brown replied that, as mentioned, Mr. Shimasaki is investigating the funds; and she assured that she would approach the Provost for a written statement regarding the non-implementation of the culinary program. Mr. Pitcher added that meanwhile, since the City secured the funds, a call will be placed to Senator Quentin Kopp the following week to make certain that a hold is placed on the money.

Mr. Dunn reported that he met with the college staff and laid out some issues on security, use of the space downstairs and monies in regards to the lease, which expires

SECF COMMISSION
April 13, 1995

in June of 1995. It was decided that the college would have a laundry list of issues for the next meeting on April 19th.

Commissioner Brown asked that staff contact Senator Quentin Kopp and await for the letter from college staff next week. Commissioner Ettinger suggested that the document for extension of funding be retrieved for the Commissioners' files. Mr. Pitcher stated that Senator Kopp had the State Chancellor to transfer the monies to the S.F. Community College District, so there would be a better hold on keeping the funds, as opposed to being returned. There was no time limit on this money, however, there is some type of statute (staff will explore this further).

V. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Letter to Bernice Brown from Toye Moses regarding subleasing of facility without approval.
- b) Letter to Bernice Brown from Department of Real Estate regarding obtaining approval.
- c) Project activity schedule for senior area being converted to offices. It is hoped that this project will be completed by the second week in May.
- d) Revised flyer for the "Southeast Youth & Their Grandparents Celebration Day" on June 10, 1995.

Mr. Moses requested nominations of grandparents who deserved to be recognized, so that commendation awards can be presented to them from the Mayor and Board of Supervisors.

- e) Announcement of People's Earth Day to be held on April 22nd at the Bayview Opera House Plaza.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses had prepared a written report for the Commissioners' review and approval.

- a) Attended the following meetings: Citizen Advisory Committee/Clean Water; Mayor Jordan's Community Meeting; Resident of Southeast Police Community

SECF COMMISSION

April 13, 1995

Meeting; and Planning Meeting for Southeast Youth & Their Grandparents Celebration Day.

b) Developed and circulated SECF Commission agenda; staffed Board of Supervisor Subcommittee; monitored construction work in senior area; maintained calendar of events for SECF and EPMC; handled inquiries and provided assistance to community

room users; and supervised and monitored custodial/stationary engineer activities.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Madison and carried to accept the Executive Director's report.

VII. PRESENTATION OF BVHP SENIOR HOUSING PROJECT-MICHAEL SIMMONS, EXECUTIVE DIRECTOR, S.F. HOUSING DEVELOPMENT CORP.

Mr. Michael Simmons announced that the S.F. Housing Development Corporation (SFHDC) and the BRIDGE Housing Corporation are proposing to construct housing for seniors 62 years or older at the corner of Armstrong and Third Streets. It will be 49 units of one bedrooms for low-income seniors earning less than \$21,000 for singles and \$23,000 for couples.

Commissioner Brown wanted to know if this would be restricted to seniors of 94124. Mr. Simmons responded that they cannot actually restrict to zip code, however, they can advertise so that people in this area will be served.

Mr. Moses asked that careful measures be taken when developing the criteria because there are some seniors who might sell their homes and assets. Mr. Simmons displayed blueprints of the project and commented on accommodations and timeframe. They plan to apply for funding through HUD monies, which comes in two phases (construction and maintenance). Mr. Simmons requested a letter of support from the Commission for the project.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Richardson and carried in support of the SFHDC and BRIDGE proposal.

VIII. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Moses distributed the revised "Rules and Regulations" that were previously made by the Commission. Commissioner Ettinger wanted more time to review the revisions and asked that discussion be deferred to the next meeting.

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IX. NEW BUSINESS

Mr. Dunn reported that the RFQ has been prepared for the EPMC. He received a letter from Mr. Kevin Williams requesting to continue the Repertory Theatre at EPMC. Mr. Dunn recommended that a letter be forwarded to Mr. Williams requesting hours of operation, non-profit status and services provided to 94124. (Mr. Dunn was instructed to send letter.)

X. PUBLIC COMMENT

No public comments were made.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on Wednesday, April 26, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

26/95
Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, APRIL 26, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
 - Review and Approval of "Rules & Regulations"
 - Report from Department of Real Estate
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

DOCUMENTS DEPT.

APR 26 1995

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NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, May 11, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, APRIL 26, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

DOCUMENTS DEPT.

JUN 23 1995

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Espanola Jackson, Commissioner of Environmental Commission; Charles Augustine, City Voice News; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger moved, seconded by Commissioner Jones and carried to adopt the minutes of March 9 thru April 13.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Response to David West, Chairman of the CCSF Southeast Campus Advisory Board regarding lighting and security at SECF.
- b) Letter to Keith Axtell of HUD supporting SFHDC and BRIDGE Housing Corp.' project for senior housing.
- c) Correspondence to Kevin Williams, Director of Bayview Repertoire Theatre requesting information about the program.
- d) Draft of RFP for space at EPMC.
- e) Thank you note to Edward Rathbun, President of DPS for use of plants.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses reported that the construction at the senior area is in progress and is going well. The previous week, staff met with Acting Chancellor Goldstein, Dean Brown and Mr. Dunn to discuss the new lease for the college. The roofing work at EPMC is proceeding well with Asian, Inc., who was awarded the contract.

Mayor Gonzalez of Nicaragua was visiting various neighborhoods in the City and had requested to tour the SECF earlier that day. Mayor Gonzalez was meeting with Mayor Jordan that same day.

ACTION: A motion was made by Commissioner Jones, seconded by Commissioner Garlington and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Review and Approval of "Rules & Regulations" - (Revisions and former guidelines were available). Commissioner Ettinger asked that Item 6, last sentence "Drunkenness is always...", Items 8 and 9 were unnecessary. Everyone is aware that drunkenness is inappropriate behavior; and narcotics (unprescribed) and gambling is illegal.

Commissioner Jones did not agree to remove Items 8 and 9. Often times, and

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although redundant, it needs to be said clearly what is meant. She did concur with the removal of the last sentence in Item 6.

Commissioner Ettinger asked that "prohibiting of smoking" be included. Mr. Moses noted that it was in the last guidelines--"typo" (formerly Item 6). It was decided that Item 9 reflect "Smoking is prohibited ...".

Mr. Moses explained that the reason "Drunkenness is always inappropriate behavior" was quoted is because most often when there is a party, people get drunk and the police is notified. Sometimes this too has to be spelled-out, and if the wording is inappropriate, it can be changed. Commissioner Madison suggested that perhaps the phrase could state "State law prohibits the serving of alcoholic beverages to intoxicated persons and the user is responsible to see that these laws are enforced or the user could be liable." Item 7 should be changed to quote the law, e.g. "State law prohibits the serving of alcoholic beverages...". Commissioner Madison asked that this be more direct and staff ascertain exactly what the law is in this respect. Commissioner Richardson felt that the law should not be quoted in its entirety.

Mr. Dunn suggested Item 7 to read: "State law prohibits the serving of alcohol to intoxicated persons. The user/sponsor of event must take full responsibility for the actions of intoxicated persons. This responsibility may include providing transportation home for inebriated person(s)."

ACTION: The Commissioners agreed to rephrase Item 7 or make necessary corrections, as suggested by Mr. Dunn.

Commissioner Madison stated that in most contracts, it is a little more specific as to who has responsibility. He suggested that Item 3 and where appropriate be rephrased to: "The signer assumes personal responsibility...". A little more reenforcement to the individual signing on behalf of--that it is not the organization, but it's that person who has responsibility. It would be difficult to follow-up on a suit with an organization, and the individual would be the only recourse to take. Commissioner Jones disagreed and felt that persons who sign such contracts are signing in the name of the organization, and certainly these persons would not want to be held liable. She felt that it should be the user of the facility that should have that responsibility. Commissioner Madison questioned that perhaps the user may be a fictitious organization with no actual legal standards, an organization that when taken to litigation or some type of legal action has no official existence. If this is the case, it seems that the signer would be the next person to be prosecuted for damages.

Mr. Moses responded that the term user has been used for Items 3 thru 7; and it seems that the user/sponsor is responsible--most often it is the signer. Commissioner

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April 26, 1995

Brown felt that making the signer responsible would be a deterrent for signature and prevent usage of the facilities. Commissioner Ettinger suggested that perhaps past problems could be reviewed and what has been the Commission's recourse (the individual or its organization). Commissioner Brown noted that the incident that occurred with Mr. Mike Fanene has been referred to the City Attorney's Office.

Mr. Dunn explained that in any lease arrangement, an entity needs to be identified. There is nothing that a person can pursue for damages, unless a name is identified--other than an organization. Unless there are assets to go after, it is very expensive to pursue such areas. Most organizations that are legitimate will support the signer. (Mr. Dunn explained the process that the Real Estate Department uses when pursuing for damages.)

Commissioner Jones noted that if a person were to rent as an individual, it would be their obligation; however, if an individual were to rent in the name of an organization, it is the organization's responsibility--two different factors. Commissioner Madison explained that his intent is to try to instill some sense of responsibility on the part of at least one person at the event, and protection on the interest of the facility and Commission. He felt that if a person signs on behalf of an organization, even if the organization is unincorporated--if there is property damage, the organization should come to their defense. It should support that person and assume the allegations of the organization on behalf of the signer; however, if the organization does not have any legal status (legal services to process, no assets or legal entity to identify for damages), then it would be difficult to go after someone.

Commissioner Garlington noted that if a person is signing for an organization, that organization should be identified on the form; and the individual signing the form should have an understanding with the group he/she is representing. A private event should be identified as such--holding a particular individual(s) responsible.

Mr. Moses stated that in the past years when the guidelines were passed, they were forwarded to the City Attorney's Office and Department of Real Estate for approval. The issue of user did not arise and it is not a new term being used. In Items 3 thru 7, the term "user" is used. (Mr. Moses was hesitant to make changes, after being approved by the City Attorney's Office.) Commissioner Brown asked that this be explored further for the appropriate terminology. Mr. Moses offered to send a letter to the City Attorney's Office.

Commissioner Madison suggested that perhaps "user" could be defined at some point on the agreement as an organization (no space was provided on form). He asked that Mr. Dunn research some sample type of language, e.g. user of this contract refers to an organization or the signer accepts the responsibility of the organization,

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etc. Commissioner Brown asked that Mr. Dunn seek another language that could be used. Commissioner Madison offered to provide a written draft of the point he was trying to address.

Report from Department of Real Estate - Mr. Charlie Dunn reported that he met with the college administration the previous week and a number of issues were discussed, e.g. ADA, operating expenses, etc.; information was exchanged, but no negotiations made. A form letter of intent was also discussed. Mr. Peter Goldstein confirmed the commitment to the Southeast Campus and will do everything possible to put together an economic package with letter of intent to be presented to the Real Estate Department. Mr. Dunn specifically asked the college staff to address the 24-hour security, the non-usage of space intended for the culinary program, and State funds allocated for that program. Mr. Dunn concluded that when that letter is received, the Real Estate Department will have answers for the Commission.

Mr. Dunn suggested that the Facilities Subcommittee schedule a meeting to discuss the lease with anticipation of this letter/proposal, and to have time to review and make recommendations to the full body.

Commissioner Jones wanted to know the college's interpretation of 24-hour security. Mr. Dunn replied that the college would provide security personnel during business hours and alarm system after hours.

Commissioner Madison wanted to know if there is another space available to conduct smaller meetings, since the senior area will be occupied. He asked that perhaps the dining area designated for the culinary program could be removed from the college lease to provide an additional facility for smaller meetings or backup space. Mr. Dunn responded that there is going to be space for the Commission to hold smaller meetings in the senior area. The college has already been informed that the City intends to take back the dining room space. This is an issue that needs to be discussed among the Facilities Subcommittee when reviewing the overall package and what the college proposes. It is premature to discuss this at this date, and to wait until the college submit its proposal.

Mr. Moses added that the college is proposing that they want the entire building, including the community room. There is an ordinance that states that this facility should have an educational, childcare and senior component; and Dean Brown feels that the college can provide these.

Commissioner Garlington explained the scenario of events that occurred when trying to acquire this building. This building was not built for the community college and the BVHP community wanted various programs. This building was constructed for

community use and she opposed to the college leasing the entire facility.

Mr. Dunn announced that a draft of the RFP for the EPMC and SBCDC lease were available for review by the Facilities Subcommittee.

VII. NEW BUSINESS

Ms. Espanola Jackson requested that the Commission make sure that "No individual or organization is able to block off weekends to the community room for use. It makes it impossible for other groups in this community to be able to use this facility on the weekends, if there are persons who have every weekend blocked. Also, when it is unknown whether or not they may show or cancel, others have to wait for the facility to become available--sometimes at the last minute." Ms. Jackson commended Mr. Moses in being very responsible and his efforts in providing space for emergency use, e.g. funerals, meetings, etc. Ms. Jackson urged that the blockage of usage of the community room on weekends cease, because it is unfair to the rest of the community.

Commissioner Ettinger wanted to know the procedure for reserving use of the community rooms. Mr. Moses explained that during the month of June every year, the calendar is open for reservations for the following calendar year (many people are aware of this and reservations are made). There has not been a policy established to limit the number of reservations made by a person or group--only on a first come, first serve basis. There are groups that are familiar with the process and have reserved the facilities for the entire year. Mr. Moses asked for guidance in terms of how many events are allowed per person or group--because unless this is resolved, they cannot refuse persons requesting to use the facilities, if available.

Commissioner Garlington stated that a person should not be allowed to use the facility every weekend on the same day. It would be alright to allow that person usage all year, but on different days. The weekends should be rotated so that others can have the opportunity to use the facility.

Commissioner Richardson suggested that perhaps the Commission should impose on organizations for the number of events and times used. Commissioner Ettinger suggested that perhaps the Commission consider a quarterly policy/sign-in. Commissioner Madison felt that the Commission would have to be drawn into having to make a distinction between organizations and activities that are of a business nature, e.g. the Citizens Advisory Committee of the Shipyard who meet on regular basis, compared to organizations such as a private social club. It would be difficult to arrive at a policy in which on one hand, addresses the desirability to have a facility

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that is available to a greater variety of social groups, and also disturb the function that it does for a number of organizations who are conducting business.

Commissioner Brown asked for volunteers to serve on a subcommittee to make recommendations for scheduling community room usage. Commissioners Garlington, Madison and Jones volunteered to serve on the subcommittee. Mr. Moses noted that since three Commissioners are on the subcommittee, notices will have to be circulated to the public when a meeting is scheduled--he asked that the meeting take place before the month of June.

VIII. PUBLIC COMMENT

Mr. Charles Augustine of City Voice Newspaper was introduced and was very much interested in events occurring in the BVHP community. Commissioner Garlington asked if the newspaper had resident delivery; and that it be sent to the SECF lobby area for circulation. Mr. Augustine will return when there is news to report.

Commissioner Madison announced that the Environmental Protection Agency (EPA) has provided a \$25,000 environmental educational grant to Bayview Opera House to allow the current art program at Carver Elementary to expand to include two additional elementary schools for the next year. A decision has already been made on which schools would be awarded the grant.

IX. ADJOURNMENT

A motion was made by Commissioner Ettinger, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 7:45 p.m. The next regular meeting will be held on Thursday, May 11, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, MAY 11, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. REPORT: Subcommittee on Monthly Scheduling of Community Room Usage
- VII. REPORT: Facilities Subcommittee
- VIII. OLD BUSINESS/FOLLOW-UP ISSUES
 - Discussion and Action on "Rules & Regulations"
 - Report from Department of Real Estate
- IX. NEW BUSINESS
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

BUSINESS-SCIENCE
DOCUMENTS DEPT.

MAY 6 1995

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NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, May 24, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

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6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



//
SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

///
MINUTES

72
2
11/95
Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, MAY 11, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

DOCUMENTS DEPT.

JUN 23 1995

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Linda Richardson

Excused: Commissioner Scott Madison

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Letter to Charles Dunn from Laraine Koffman, Acting Director of Administrative Services, CCSF regarding the renewal of lease for the Southeast Campus.
- b) Cover letter from Dean Brown introducing the letter sent from the Real Estate Department on February 6, 1987 clarifying the issue of 24-hour security.
- c) Report and recommendations made by the Subcommittee on Monthly Scheduling of Community Room Usage.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses reported that the construction work is almost complete in the senior area. They are still trying to hire a secretary with shorthand experience.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Jones and carried to accept the Executive Director's report.

VI. REPORT-SUBCOMMITTEE ON MONTHLY SCHEDULING OF COMMUNITY ROOM USAGE

Commissioner Madison had provided a written report with recommendations for review. Minutes of what transpired at the meeting was submitted by the secretary. (Copies of minutes were not available and Commissioner Brown read the minutes aloud.)

Commissioner Ettinger asked if there was discussion of having a monitor at EPMC during events. Also, if a group were to reserve 4 slots during the year, could that same group reserve under a different name? Commissioner Jones replied that this issue came up as a point of discussion, but the subcommittee felt it would be difficult to monitor. If it is known to the Executive Director, it would be a point of discretion.

Commissioner Brown noted that the monitor is part of the original contract and is required at EPMC. Commissioner Ettinger questioned how can the limited amount of designated monitors (2-3 persons) monitor both facilities if social events are occurring at the same time? It was Mr. Moses' understanding that Ms. McDowell's and Mr. White's janitorial employees were recognized as event monitors.

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Commissioner Brown wanted clarification--has the procedure been to allow members of said janitorial services to monitor events. This was not Commissioner Ettinger's understanding--he recalled only three designated monitors--Ms. Willie McDowell, Mr. James White and Mr. Sulu Palega. Mr. Moses asked that perhaps this needs to be specified further.

Commissioner Ettinger was concerned that future monitors will be able to designate persons that were not approved by the Commission. This may work for Ms. McDowell and her company; but if the Commission approves a monitor, can they then start designating monitors? Mr. Moses replied that this would not be permitted because monitors have to complete reports and are assigned security codes and keys to the facilities. Commissioner Ettinger questioned that if there are to be two monitors at each event, how can there be full coverage for both facilities, if needed? Commissioner Brown explained that when Ms. McDowell and Mr. White were designated as monitors, their companies were not designated. Commissioner Ettinger questioned if those who are designated as monitors have the right to delegate others? He suggested that perhaps the janitorial companies should be designated as the monitors and whoever is delegated from those companies are responsible.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to designate Immaculate Janitorial Services as one of the monitors for social events.

Mr. Moses wanted clarification in that an event is happening where Mr. Palega will be monitoring the event and how should he proceed? Commissioner Brown responded that Mr. Palega needs to locate another designated monitor to work with him, such as Ms. McDowell or Mr. White.

Commissioner Garlington wanted to know the process of becoming a monitor because she has been approached by community residents. Commissioner Brown responded that they would have to apply through the Commission for approval. It would not be practical to have every community resident monitor their own event. Mr. Moses reported that there was an event in which a community resident refused to have an event monitor. It was very chaotic and since the new rules for monitoring were not adopted, Mr. Moses followed the old guidelines. He requested the Commission's help in this effort.

Commissioner Richardson expressed that it is imperative that the Commission have clear set of rules for staff to follow. Commissioner Brown noted that the rules are consistent, however, the monitoring is the issue and everyone cannot become their own event monitor. Commissioner Jones added that when there are policies, everyone should follow the same policy--that is why they are established. She was

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concerned, however, that a motion was passed to designate Ms. McDowell as the monitor. There is a situation in which Mr. Palega has applied and has been approved to monitor; and seemingly, the motion should have included both. Commissioner Brown explained that the issue is when community activists have events, they do not want to use monitors and have to pay. When the policy is in place, the same problems will arise. She had spoken to Mr. Pitcher and he had concerns that there are people in the community who have worked very hard for this building and may not afford the cost of monitoring.

Commissioner Ettinger suggested that perhaps the opportunity for designated monitors should remain open. There are a few community advocates who deserve to monitor their own events. Commissioner Brown noted that this opportunity has not been closed. Commissioner Ettinger proposed that an invitation be extended to those interested persons to become designated monitors.

Commissioner Richardson questioned how the Commission intends to keep dealing with this issue. She concurred that there are individuals who have demonstrated being instrumental in this facility, and to avoid Mr. Toye from getting harassed, policies need to be established and clear. Commissioner Brown reiterated that the policies are established, however, it is a roster of monitors that need to be decided. There has not been a notice circulated community-wide requesting monitors, nor has it been restricted to those persons already approved. Commissioner Ettinger did not feel that sending of notices or requesting monitors publicly was necessary; persons most interested in this facility read the minutes, and this should be ample notice. He concluded that opening the slate again may solve some of these problems--it would be the Commission's decision as to who will be approved.

Commissioner Brown noted that the policies have been effective in the past--it is the monitoring that was recently decided to be fully enforced. Mr. Moses stated that it might be difficult to issue access codes and keys (for security reasons) to every monitor that is approved. He requested support from the Commission when enforcing these rules.

Commissioner Brown suggested that consideration be given to those events currently on the calendar. She asked that notices be sent reflecting that "Anything that is currently on the calendar, would follow the old guidelines; however, once the Commission has accepted the new guidelines, any reservations made from that day forward would be subject to the new requirements--regardless of what date the event takes place till December 31, 1995. Effective January 1, 1996, everyone is subject to the new guidelines.

Commissioner Ettinger expressed that he would not like to see people who have been

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instrumental in establishing this facility be excluded from being monitors. He suggested that future monitors work in conjunction with monitors who have keys and codes for access to buildings. This would allow them to pay for one monitor, instead of two; and they would not have a key or access code. They would still require approval from the Commission to become designated monitors. Commissioner Brown noted that if they become designated monitors, they have a right to all the access of a monitor (keys and code). This might be a problem because if authority is given and accountability is required, keys and codes have to be issued. Commissioner Garlington expressed concern in issuing too many persons keys and access codes to the facilities.

Commissioner Jones felt that if interested persons received a letter explaining the importance of not distributing too many keys and the necessity for enforcing the rules, they would understand. Commissioner Brown recommended that she work with Mr. Moses and Mr. Dunn to compose a letter (acceptable to the Commission) to be sent to people currently on the calendar regarding monitoring.

The following policies were recommended for adoption by the full Commission:

- 1) Social events - An individual or organization may schedule a maximum of four (4) events per calendar year.
- 2) Business meetings - Organizations serving the community, including government agencies, may reserve dates for business meetings without limitation.
- 3) Preface - Policies 1 & 2 are intended to promote fair access to the facilities for all users. The Executive Director is instructed that implementation shall be in that spirit. Should the Executive Director have reason to believe that the letter of these policies is being used to thwart the spirit in which they were adopted, he/she shall bring the matter to the attention of the Commission.

Assuming the above policies are adopted, Concord Missionary Baptist Church will be notified that the Commission has adopted new policies and they will be subject to the same policies as any other organization, after December 31, 1995.

Commissioner Brown asked that the Commission consider the letter to Concord Missionary Baptist Church who are scheduled to use EPMC on Sundays and Wednesdays through the end of the year. She questioned how Concord Missionary Baptist Church was able to reserve every Sunday and Wednesday. Mr. Moses replied that they called and made reservations last year. Commissioner Garlington questioned what would happen if the new church is not completed by next year? Commissioner Brown replied that they will be receiving a six-month notice stating

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that "New policies will go into effect January of 1996, and at that time, they will be subject to the same rules as anyone else." If the recommendations are accepted, they would be allowed to reserve 4 events per calendar year.

Mr. Dunn wanted to know whether or not church services are defined as social events. Commissioner Brown stated that she did not know if it was permissible for one group to monopolize the calendar. She requested the pleasure of the Commission in terms of specifying how to categorize religious functions (social events or business meetings).

After discussion, it was decided to amend Policy 1 to include "Religious and/or social events... four (4) events per calendar year in each facility." All agreed to accept Policy 2 as recommended. It was decided to amend Policy 3 to reflect "These policies are made to insure the greatest availability of the facility for the entire community; and it is expected that individuals and organizations will respect the spirit in which these policies are made; and that staff has discretion to make a determination if the policies are being abused; and privileges for using the facilities may be withheld on that basis". The Commission agreed not to restrict unlimited scheduling of business meetings to weekdays only.

ACTION: Commissioner Ettinger moved, seconded by Commissioner Jones and carried to accept partial report which includes the policies with corrections that were designated above.

VII. REPORT-FACILITIES SUBCOMMITTEE

Commissioner Brown announced that the Facilities Subcommittee did not meet because the lease proposal from the college was not received in time. She suggested that the Commission review the proposal and make notes. Those who have input were encouraged to contact Mr. Moses before the subcommittee meets. A meeting needs to be scheduled for the following week.

VIII. OLD BUSINESS/FOLLOW-UP ISSUES

Discussion & Action on "Rules & Regulations" - Commissioner Madison had submitted a revised copy of the contract (copies were available for review). Commissioner Jones expressed concern regarding the statement "...thereby and will be personally responsible, individually or on behalf of my organization...". She felt that the terms "personally" and "individually or" be deleted. After further discussion, a motion was made.

ACTION: Commissioner Garlington moved, seconded by Commissioner Ettinger and carried (with one nay) to accept the revisions of the contract in the Rules & Regulations, as presented by Commissioner Madison.

Mr. Dunn suggested to retain "user" in the guidelines; and on the signature page after "name of organization", include "(user)".

ACTION: Commissioner Jones moved, seconded by Commissioner Ettinger and carried to accept the "Rules & Regulations" with the necessary corrections.

Report from Department of Real Estate - There was a brief discussion of the Lease Proposal for the CCSF, Southeast Campus and Statement of Understanding for Yogurt Expressions. Mr. Dunn asked for correction on minutes of April 13, 1995, Page 4, second paragraph, under ACTION, to reflect: "A motion was made by Commissioner Richardson, seconded by Commissioner Madison and carried to allow Yogurt Expressions use of the current lobby space until such time as the City has given 24-hour prior written notice". Mr. Moses asked that further discussions of space rental be tabled until the Facilities Subcommittee meeting.

IX. NEW BUSINESS

No new business was discussed.

X. PUBLIC COMMENT

No public comments were made.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 8:00 p.m. The next regular meeting will be held on Wednesday, May 24, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, MAY 24, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ertinger
Ethel Garllington
Louise C. Jones
Scott Madison
Linda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

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MAY 22 1995

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- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, June 8, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

May 24, 1995

This meeting was not held.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, JUNE 8, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Robbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. DISCUSSION & RECOMMENDATIONS: Facilities Subcommittee
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
 - Discussion and Action of RFP for EPMC
- VIII. NEW BUSINESS
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

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NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, June 28, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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MINUTES

THURSDAY, JUNE 8, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

bobbie Brown
President

att Ettinger
nel Garlington
uise C. Jones
ott Madison
nda Richardson

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72

2 I. CALL TO ORDER

8/95 The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Linda Richardson

Excused: Commissioner Louise Jones

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Hope Hayes, Chair, CCSF Southeast Campus Advisory Board; Lionel Hunter, Rollins 11 Social Club; Willie McDowell, DPW, Public Affairs; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Richardson, seconded by Commissioner Ettinger and carried to adopt the minutes of April 26 & May 11.

SECF COMMISSION

June 8, 1995

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

a) Letter to Liz Palega informing her that funding for the part-time secretarial position will be discontinued after June 30, 1995.

Commissioner Madison suggested having a dinner for Ms. Palega. Commissioner Brown commented on the positive working relationship the Commission has had with Ms. Palega during the past 8 years. She asked that Ms. Palega select a convenient time to schedule the dinner, and that staff provide a commendation award. Commissioner Garlington asked that the dinner be scheduled for after the month of June.

b) Letters from Mr. Sulu Palega and Mr. Curtis Warren requesting to be event monitors (Liz Palega's letter was also received, but not available--will have copies at the next meeting). At present, there are 3 letters on file and 5 event monitors.

Commissioner Madison questioned the procedure for adding monitors in regards to multiple monitors and issuing alarm access codes. Mr. Moses replied that Mr. Warren and Mr. Palega had access codes previously--Liz will not be assigned a code, but will assist in monitoring events.

c) Correspondence to Mr. Todd Cockburn, Deputy Director of City Engineering concerning flooding at CCSF Southeast Campus classrooms.

d) Correspondence from Ms. Hope Hayes, new Chair for the CCSF Southeast Campus Advisory Board supporting the continuance of Yogurt Expressions at the SECF.

Commissioner Garlington noted that there is a canteen truck that parks in front of the building daily. The non-implementation of a culinary program is not the fault of the Commission, but the lack of matching funds from the college district. Ms. Willie McDowell and Commissioner Garlington questioned the whereabouts of the state funds that were allocated for the culinary program.

Commissioner Madison questioned at what meeting did the Commission decide to cease Yogurt Expression's operation at the facility. Commissioner Brown stated that at the last meeting, some of the Commissioners surveyed the lobby area and found the snack bar unacceptable and a need to be relocated. Commissioner Garlington concurred that the snack bar is inappropriate for that area and reminded that the lobby is a commons area for all tenants and the community.

SECF COMMISSION

June 8, 1995

Ms. Hope Hayes stated that the advisory board does not disagree with Commissioner Garlington; however, they are concerned for the evening students and staff who do not have a place to obtain food. The advisory board will be happy to work in conjunction with the Commission in getting the building upgraded to house a kitchen/culinary program. However, the advisory board is concerned that meanwhile, they might lose the evening students for lack of an eatery. Ms. Hayes was unaware that relocation of the snack bar was a possibility. Commissioner Brown noted that this option was discussed with Dean Bernice Brown. Commissioner Garlington added that when it was suggested to move Yogurt Expressions to the upper level near vending machines, Dean Brown stated that this would disturb the classes nearby. Ms. Hayes expressed that she will inform the advisory board that another location is needed; but meanwhile, it would be greatly appreciated to allow Yogurt Expressions use of the lobby area.

Commissioner Madison remarked that it is important for the college, as an educational facility to furnish a place for students to relax and acquire snacks. He felt that Dean Brown should meet with the advisory board and Commission to locate another space on the premises for this--main issue is to accommodate the students who are currently enrolled.

Commissioner Brown noted that the Commission is not discharging the fact that Dean Brown has the flexibility to provide another available space. The concern is health code violations and condition of the present area. There has been no mention that an eatery is not needed for students, or that the Commission does not support placement elsewhere. During the meeting with Dean Brown and Ms. Loretta Whittle, Owner of Yogurt Expressions, an alternate space was suggested.

Ms. Hayes reiterated that the advisory board wants to work with the Commission in this effort; but additional time is needed to relocate Yogurt Expressions. Commissioner Brown replied that the Commission will take the advisory board's letter into consideration.

Commissioner Garlington suggested that the advisory board forward a letter to the college to complete the plumbing, obtain funding for instruction and acquire necessary matching funds. Commissioner Richardson stated that seemingly, another culinary program operated by the college is not feasible; and asked if there were other avenues to approach. Dean Brown had mentioned that the college is losing money in this program at the Phelan Campus and to look at other options. Commissioner Garlington noted that this money cannot be awarded to another facility--or it will be returned.

Commissioner Brown added that during the Facilities Subcommittee meeting, it was asked of the Real Estate Department to respond to the college that "If the college was not implementing the culinary program, to define where the funds were, and return them to the City immediately."

SECF COMMISSION

June 8, 1995

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Toye Moses reported that he has secured a full-time secretary, Ms. Jacqueline Hale who will be starting June 19th. Staff is in the process of moving into the new office on site "Suite B". Mr. Moses was informed that the budget went through the Budget Analyst who will make his recommendations to the Board of Supervisors. The Budget Analyst asked that the budget be reduced \$14,000 for next fiscal year. Mr. Moses suspects that \$3,000 will be taken from other services (e.g. equipment maintenance); \$3,000 from office supplies/telephone; and \$8,000 from landscape maintenance. Currently, staff is operating with a supplies budget of \$11,500. The resources provided by DPW has assisted in money carried-over for maintenance; but, Mr. Moses assured that by the end of next fiscal year, this budget will be spent.

Mr. Moses announced that the "Youth and Grandparents Day" sponsored by the Commission and BVHP community organizations will take place on Saturday, June 10th. Donations were received from Bank of America (\$1,000) and NorCal (\$500). Confirmation was received that the Mayor and Board of Supervisors will attend to present commendation awards. Mr. Moses encouraged everyone to attend and partake in the festivities. Commissioner Ettinger asked if this will be the reopening of Martin Luther King (MLK) Pool because it has been closed. Mr. Moses replied that this event has nothing to do with opening of the pool; but if the Commission desires, he can request a meeting with Mr. Joel Robinson to explain why the pool has been closed. Commissioner Ettinger wanted staff or director of MLK Pool contacted for a schedule; and an invitation of a future meeting with the Director of MLK Pool and Commission to discuss the winter and summer schedules. (Mr. Moses will follow-up contacting the director.)

Commissioner Madison expressed concern that the SECF community meeting room was not open for the last two scheduled Citizens Advisory Committee for the Shipyard subcommittee meetings--assistance was provided by college staff for access. He questioned why staff was not on hand to open the facility. Commissioner Garlington wanted to know if Commissioner Madison made sure that the person responsible for scheduling the event had it placed on the calendar. Mr. Moses explained that the custodian has been relocated downtown. It has been difficult for the Executive Director to accommodate this facility while operating from 30 Van Ness. The new custodian was instructed to open the door for the meeting and Mr. Moses was unaware that this was not done. He assured that once he moves to the office on-site, staff will be able to better assist these reservations.

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Ettinger and carried to accept the Executive Director's report.

June 8, 1995

VI. DISCUSSION & RECOMMENDATIONS: FACILITIES SUBCOMMITTEE

Commissioner Brown announced that there are two issues that have to be discussed that evening: the lobby space occupied by Yogurt Expressions and the CCSF Southeast Campus lease.

Mr. Charlie Dunn reported that Yogurt Expression's letter was reviewed by the City Attorney's Office. The Real Estate Department request a motion to send a letter to Yogurt Expressions terminating use of the lobby space as suggested by the City Attorney's Office.

ACTION: Commissioner Garlington moved, seconded by Commissioner Ettinger and carried to approve letter directed to Yogurt Expressions to discontinue use the lobby area immediately, as prepared by the Director of Property on behalf of the Commission.

Mr. Dunn reported that staff met with the college administration to discuss the lease (response from college to the Director of Property's terms was distributed). The CCSF Board of Trustees has instructed the college staff to recast their proposal (proposal submitted for review), and if there is no resolution by the end of this fiscal year, they would like to continue on a month-to-month agreement. Mr. Dunn suggested that the Commission review the proposal and work on one close to the original proposal made to the college.

Commissioner Brown wanted more time to review the proposal before discussion. She questioned "Item 9" pertaining to the lower level that the college is proposing to install other programs. It was her understanding that the Commission had asked that "CCSF proceed with the culinary program or return the money plus interest". Commissioner Ettinger wanted to know where that money would be placed if returned? Commissioner Brown responded that an independent contractor willing to implement them program would be sought. Commissioner Madison explained that the money cannot be returned to the City because the City never had it; if returned, it will go back to the State. Commissioner Brown remarked that this was researched; and it was her understanding that: The monies have been released, forwarded to City College, and could be requested back to the City to locate a contractor for implementation of the program.

Mr. Dunn stated that staff will try to ascertain where the money is and has it accumulated interest. Mr. Dunn asked that he and Mr. Moses be permitted to continue negotiations with the college's lease. He has been approached by City officials regarding the vacant space at EPMC that should be occupied. RFQ's for the EPMC will be the responsibility of the Facilities Subcommittee. South Bayshore Community Development Corporation's (SBCDC's) resolution is almost completed and the lease is in progress.

SECF COMMISSION

June 8, 1995

VII. NEW BUSINESS

Ms. Willie McDowell addressed the Commission concerning some issues she has with the operation of the uses of the SECF Community Meeting Room and some of her personal matters she has with some DPW officials. The Commission listened attentively to her concerns. (The details of the discussion are recorded on tape.)

Ms. McDowell was also disturbed about the insurance issue. There are four social groups who have abided by the rules and have not caused any problems. She felt that everyone should not have to pay for insurance because of a few groups who damage the property. She felt that it was unfair for groups who had reservations for over a year to receive short notice that insurance is required. Commissioner Brown explained that the Commission agreed that those who are already scheduled will continue under the old rules; and when the new calendar is set for incoming events, the new guidelines will apply.

It was Commissioner Garlington's understanding that in order to acquire an alcohol permit, insurance is required. Ms. McDowell disagreed because from her own past experience with a non-profit status, she did not require insurance. Commissioner Brown stated that through the police department, for the permit to be issued, there had to be evidence of insurance (this will have to be explored further).

Commissioner Brown appointed Commissioners Richardson, Ettinger and Madison to serve on a subcommittee for review of Ms. McDowell's concerns. Commissioner Richardson will chair the subcommittee.

Mr. Lionel Hunter of the Rollins 11 Social Club stated that for the past few years, they have been using the community room to hold their events. They have not had any problems because their membership is an older group. They have acquired liquor license and security for all their events. Mr. Moses had explained the new policies to Mr. Hunter earlier that evening. Mr. Hunter had researched insurance for such events and they are costly (about \$500). He asked that the Commission review the insurance issue again because it is difficult to obtain. Commissioner Brown noted that staff has been asked to explore different insurance companies for one-day affairs.

Commissioner Madison remarked that it is unfortunate that a small minority of users has put the Commission in a position to create these rules that have to apply to everyone. People have complained about a hardship of using the facility which is basically, here for community use. He concurred with Ms. McDowell's suggestion in perhaps having a community meeting to solicit input on how to address this problem. Perhaps the Commission could facilitate a non-profit organization to purchase an annual insurance policy and persons requiring insurance for events, could join that organization for a fraction of the cost to obtain insurance.

SECF COMMISSION

June 8, 1995

Commissioner Brown explained that the decision of obtaining insurance was made after there were so many problems occurring in terms of upkeep, damage, and the Commission was not in a position to be reimbursed. The Commission did not want the community to not be able to use the facility because it is here for their use; but they also wanted to hold people accountable for damages. Furniture has had to be replaced and the decision regarding insurance was made based on trying to insure that the facility will remain in tact. She suggested that the Commission explore other alternatives and calendar this issue for the next meeting.

Mr. Hunter suggested that users put up security deposits of about \$100. Commissioner Brown responded that this option was mentioned, but is not practical because any money collected has to be turned over to the City. Mr. Hunter offered to purchase a few tables for the facility as a donation from one of their events to solve the problem. Mr. Dunn stated that the City is self-insured (he explained the process).

Commissioner Brown concluded that the Commission will investigate the insurance requirements further. She asked that the subcommittee appointed that evening schedule a meeting and report back to the full Commission.

VIII. PUBLIC COMMENT

Commissioner Garlington reported that Citizens Advisory Committee for the Waste Water was concerned about the cost of furniture and monies spent for repairs and replacement. She asked that users of the community room be made accountable for damaged furniture during their event.

Commissioner Madison announced that on June 29th, at 5:30 p.m., the Bayview Opera House is hosting a public meeting to discuss changing the name of Bayview Opera House to Ruth Williams Memorial Theatre.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 8:50 p.m. The next regular meeting will be held on Wednesday, June 28, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO
/

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

WEDNESDAY, JUNE 28, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

Bobbie Brown
President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

* * NO SMOKING DURING COMMISSION MEETING * *

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A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- Report from Department of Real Estate
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, July 13, 1995

DISABILITY ACCESS INFORMATION

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

MINUTES

WEDNESDAY, JUNE 28, 1995
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Scott Madison
Commissioner Linda Richardson

Excused: Commissioner Ethel Garlington
Commissioner Louise Jones

Others Present: Charles Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Jacqueline Hale, Executive Director/Commission Secretary; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Drafts for minutes of June 8th were unavailable for review and/or approval.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

a) Draft of six-month notice to Concord Missionary Baptist Church (CMBC) terminating use of space at EPMC (correspondence was read aloud). (Further discussion under Item VI, Old Business/Follow-Up Issues.)

After discussion in Item VI, Commissioner Brown asked that the letter be revised to reflect "termination of all space being occupied by CMBC and to eliminate thank you."

b) Letter to Loretta Whittle, Owner of Yogurt Expressions from the Director of Property terminating use of the lobby area on the next business day following receipt of letter.

Mr. Moses reported that Yogurt Expressions has already vacated the premises. Commissioner Brown wanted to know the outcome of relocating to another college area. Mr. Moses replied that the owner informed him that it was not feasible to relocate because Yogurt Expressions was not making money. Commissioner Madison recalled that the college did not want them at another location because of the noise and disruption of classes.

Commissioner Ettinger wanted to know which meeting the Commission decided to terminate Yogurt Expressions' occupancy? Mr. Moses replied that this was decided on the June 8th meeting. (Further discussion under Item VI, Old Business/Follow-Up Issues.)

c) Response with revisions of college lease proposal to the CCSF Director of Administrative Services, Lorraine Koffman from the Director of Property. (Letter was read aloud.)

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses introduced Ms. Jacqueline Hale who has already started work. Mr. Moses spoke briefly of her background experience and her familiarity with City Departments. Staff is in the process of moving and by the following week, they should be operating full-time on-site. Four summer youth referrals from YCD are working with staff. (The Commissioners introduced themselves and extended their personal welcome to Ms. Hale.)

June 28, 1995

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Report from Department of Real Estate:

Mr. Dunn reported that South Bayshore Community Development Corporation's (SBCDC's) lease is proceeding through the City Attorney's Office. There was discussion with college staff in response to the second proposal submitted. City College and the Board of Trustees expressed that they want to return to the compromise and they are not comfortable with the second proposal. The ADA survey from Bureau of Architecture for modification of the facilities is not yet available (will be provided to the Commission upon receipt). The EPMC confirmation letter and information request has been sent to Mr. Moses and will be submitted to the Commission shortly. The Commission will select the request to be forwarded to City Attorney's Office.

Mr. Moses wanted to know when the college lease will be available because it will expire June 30th. Mr. Dunn replied that the college board had a closed meeting last week and another will be on July 26th--he asked to be invited to the next closed session. There was no discussion of month-to-month lease. Mr. Moses commented about the Evans Street site and rental being paid by the college for both facilities.

Commissioner Ettinger suggested that the President of the CCSF Board of Trustees be invited to meet with the Commission. Mr. Dunn asked that he be invited after the July 26th closed session. Commissioner Ettinger recommended that the college board president, Mr. Robert Burton be invited to meet after July or at his earliest convenience. Commissioner Richardson suggested that negotiations be made with the college to bring additional programs to the community and possible decrease of rent. There are many ways to utilize the services of the college. The rent is not coming to the community and perhaps the Commission need to explore other training programs that could be offered by the college to compensate for the lower rent.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Madison and carried to invite President Robert Burton to meet with the Commission, when feasible--to discuss what programs they plan to offer here and how they plan to have two facilities in this area.

ACTION: A motion was made by Commissioner Ettinger to include in the same letter to the college board president an invitation to the new chancellor to speak

about her hopes, goals and aspirations for serving this sector of the City.

Commissioner Madison asked that the meeting be scheduled for September or after the Fall session begins. (It was recommended that meeting notices be circulated and to attempt getting student participation and input at the meeting.)

ACTION: After discussion on the motion, it was seconded by Commissioner Madison and carried unanimously.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Ettinger and carried to instruct Mr. Dunn to proceed with the leasing of the space at EPMC by issuing RFQ for tenants.

Commissioner Ettinger wanted to know what media will be used for the RFQ and to notify people who applied previously. Mr. Dunn replied people who have inquired will be contacted and advertising will be done through the official job notice "The Purchaser" and newspapers--given the budget situation, it would not be advantageous to spend a lot of money on this. Commissioner Richardson recommended that Bayview News, Independent and Sun Reporter be contacted for advertising the RFQ.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to accept Mr. Dunn's report.

Open Discussion On Other Issues:

Concord Missionary Baptist Church - Commissioner Madison questioned why the Commission was thanking CMBC for using the facility, when requesting termination. Mr. Moses felt that this was a nice way of approaching CMBC. Commissioner Brown agreed to remove "thank you" from the letter.

Commissioner Ettinger asked if CMBC was vacating the building or only the office space being occupied. Commissioner Madison was unaware that CMBC had been using office also. He questioned how CMBC had been using office space for two years free, when there are other non-profit organizations who can pay rent for it. Mr. Moses responded that CMBC only uses the vacant office when they are there--during the rest of the week, supplies and material are stored there. The office in question is vacant and CMBC are the only occupants with keys.

Commissioner Madison expressed concern that the office was not open to other users, and was it being treated as CMBC's office. He felt that the City of San Francisco is not about the business of providing for churches. Commissioner Brown stated that the Commission needs to find out who authorized use of the office--she believed it

SECF COMMISSION

June 28, 1995

was not Mr. Moses. (Mr. Moses will research this further and report back to the Commission.)

Commissioner Ettinger wanted to know whether or not Mr. Moses will continue to occupy an office at EPMC after moving into SECF. Mr. Moses replied that he would because part of his salary is paid through general fund (25%), which includes EPMC and he has to be on the premises (number of hours vary per week). Commissioner Ettinger did not understand why Mr. Moses would need an office at EPMC and another nearby (SECF). He suggested that since there are so many people requesting office space, perhaps Mr. Moses could have one office at SECF and report to EPMC when there is a problem. Mr. Moses explained that he has to be on site at EPMC at least one day per week. Commissioner Brown noted that it has been difficult trying to rent one space and freeing up more space is not needed.

Commissioner Madison felt that it is inappropriate for a church to occupy City property as a business office. Commissioner Brown stated that the Commission was unknowledgeable about this, and were unable to take action. Commissioner Madison suggested that the Commission hold-off giving CMBC six-month notice on the office if they are not suppose to be there in the first place. Commissioner Brown stated that the fact is CMBC is occupying the space and needs to vacate. Commissioner Madison explained that CMBC does not necessarily need a six-month notice for the office. Mr. Moses stated that in the May meeting, it was decided that a six-month notice be issued to CMBC, effective January 1, 1996 to vacate.

Commissioner Ettinger clarified that the office was never mentioned and vacancy was being requested for only the community room. Commissioner Madison felt that CMBC should discontinue use of the office immediately (or discontinue Wednesdays) and be served the six-month notice for the community room because they have reserved it until the end of the year. Commissioner Brown stated that it would be difficult to separate the two spaces because the office is required for counseling, meditation, etc. Commissioner Ettinger suggested that CMBC use Mr. Moses' office.

Commissioner Madison concluded that he would like to withhold motion on this topic until further information is acquired. Commissioner Brown asked that further discussion also be postponed until information is obtained.

Yogurt Expressions & Event Monitors - Commissioner Ettinger expressed concern that at the last meeting there were two surprises: a) The Commission had determined at the preceding meeting that Yogurt Expressions was an inappropriate use; and that b) new monitors have been assigned for the community rooms. This was voted on and decided, but there was no quorum at the May 24th meeting that could have legally taken action.

SECF COMMISSION

June 28, 1995

Commissioner Brown explained that the new monitors were discussed several weeks ago, and the roster was presented to the Commission weeks prior. Commissioner Ettinger stated that he had no problem with Liz being a monitor; but he wanted to know at what meeting the Commission voted for her and Curtis to be monitors.

Mr. Charlie Dunn explained that on April 13th, Yogurt Expressions was informed that the lobby space was not the college's sublet. On April 26th, the Commission expressed further concern regarding Yogurt Expressions. On May 17th, during the Facilities Subcommittee meeting, it was decided that recommendations be presented to the full Commission to terminate Yogurt Expressions' use of lobby area. On June 8th, the Commission voted on the subcommittee's recommendation. Commissioner Ettinger recalled that on the June 8th meeting, a decision had already been made and no action was taken. Mr. Moses replied that it was during Mr. Dunn's report that action was taken to instruct the Director of Property to send letter.

Commissioner Ettinger wanted to know at what meeting was it decided to accept new monitors? Ms. Palega explained that Mr. Moses announced on June 8th that she had submitted a request for monitoring events (copy of letter will be furnished at next meeting). Commissioner Brown stated that the Commissioners did not vote on the original monitors. It was her understanding that anyone desiring to become a monitor would send a letter to the Executive Director and it would be his discretion.

Mr. Moses stated that Ms. Palega requested to be a monitor because each event requires two, and more monitors were needed to accommodate both facilities at the same time. Commissioner Ettinger concurred that sufficient monitors were needed for both facilities. He asked that in the future, copies of letters applying to be monitors be furnished to the Commissioners for review. He further expressed concern about persons obtaining keys, and felt that it would be inappropriate for the Executive Director to approve monitors without at least sending letters to the Commission. Commissioner Ettinger noted that Mr. Moses had specifically requested support from the Commission to avoid pressure from members of the community who wanted to be monitors.

Commissioner Richardson suggested that the subcommittee appointed to review Ms. McDowell's concerns and other issues expressed on the June 8th meeting, schedule a date to meet and make recommendations to the full Commission.

VII. NEW BUSINESS

No new business was discussed.

SECF COMMISSION

June 28, 1995

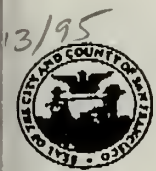
VIII. PUBLIC COMMENT

Commissioner Madison reminded about the public meeting at the Bayview Opera House the following evening, 5:30 p.m. to discuss the proposition of changing the name from Bayview Opera House to Ruth Williams Memorial Theatre.

Commissioner Richardson asked what the consensus of the opera house board is regarding changing the name? Commissioner Madison responded that the board has not endorsed the change. He encouraged interested persons to attend the meeting.

IX. ADJOURNMENT

A motion was made by Commissioner Ettinger, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:50 p.m. The next meeting will be held on Thursday, July 13, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



**SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO**

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NOTICE OF MEETING

THURSDAY, JULY 13, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Man Ewing
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, July 26, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 431-9430 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 431-9430 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, JULY 13, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

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PUBLIC LIBRARY

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

Agelio Lepana

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Linda Richardson

Excused: Commissioner Scott Madison

Others Present: Toye Moses, SECF Executive Director; Gloria Hampton and Jim Hampton, Joshua Marie Cameron Academy; and Jacqueline Hale, Secretary of SECF Commission.

III. APPROVAL OF MINUTES

Minutes of two prior meetings were deferred until the next Commission meeting. Commissioner Brown directed Mr. Moses to contact Liz Palega, former Commission Secretary, and convey to her that the two sets of minutes from prior meetings are being requested before the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal discussion:

- a) Request from Liz Palega to become a designated event monitor (discussed at the last meeting).

Discussion of monitors and community room events took place. The Executive Director was previously authorized to accept letters from those who wanted to be monitors. Commissioner Ettinger suggested that future monitors be approved by the Commission. He added that Ms. McDowell's company is not one of the designated monitors. Commissioner Brown stated that the approved monitors are the same people employed by Ms. McDowell. Commissioner Ettinger thought that Ms. McDowell monitored as an individual. He asked the opinion of the Commission as to whether or not they wanted the Executive Director to appoint without their approval? Mr. Moses noted that it is the Executive Director's responsibility. Previously, there were no guidelines for monitoring, however, the newly established rules require two monitors at each social event.

Commissioner Jones recalled that three months ago when the matter was discussed concerning the Executive Director's position, it was mentioned that he should not have to unlock doors for events. Commissioner Brown added that there was also discussion surrounding the issuance of keys and access codes--should everyone have keys and codes. This matter was referred back to the Executive Director to handle.

Mr. Moses reported that currently, the process is working smoothly without any complications; but he anticipates problems next year with the insurance requirement for social events. It has been brought to his attention that insurance will be costly and unaffordable, for example, an insurance company quoted \$500 for one-day coverage. Commissioner Brown suggested that further discussion on insurance be postponed until Mr. Dunn of the Real Estate Department returns to address it. Commissioner Richardson expressed that the insurance situation will not disappear, and agreed that "This is a problem for BVHP residents--they cannot meet the costs of the obligations."

Commissioner Brown remarked that the rules are in place now and this issue can be revisited in the future. Commissioner Garlington asked that the Commission abide by the rules set forth and avoid setting new ones every meeting. There will not always be total agreement on every issue.

b) Request For Qualifications (RFQ) for Earl P. Mills Center's vacant space.

Commissioner Brown announced that the RFQ for the vacant space at EPMC that was requested of the Real Estate Department was available for review and approval. The deadline for the RFQ's to be submitted is before 4:30 p.m. on August 4, 1995. Commissioner Brown asked if everyone had an opportunity to review the proposed RFQ.

ACTION: Commissioner Jones moved, seconded by Commissioner Garlington, and carried to approve the Earl P. Mills Center RFQ. Commissioner Ettinger abstained from voting.

Mr. Moses was directed to return the RFQ to the Real Estate Department as outlined, with no amendments and/or deletions.

c) Lease of property at 1800 Oakdale to South Bayshore Community Development Corporation (SBCDC).

Three months ago, the SBCDC lease was discussed and sent to the City Attorney's office for approval; it is now available for the President's signature.

ACTION: Commissioner Richardson moved, seconded by Commissioner Jones, and carried to accept the SBCDC lease as submitted by the Real Estate Department. Commissioner Ettinger abstained from voting.

d) Letter to Concord Missionary Baptist Church directing them to vacate all areas currently occupied at EPMC, and return all keys to the Executive Director before January 1, 1996.

The President approved the letter to be sent with the amendments made by the Commission. The notice was mailed first class, as well as hand delivered by Mr. Moses. The Commission authorized the modification. Commissioner Ettinger asked if it were appropriate to hold Sunday services at EPMC? Commissioner Brown answered "yes"; but there has been no response from the church yet.

- e) Revised Deficiencies ADA (American Disabilities Act) letter to Charles Dunn, Real Estate Department.

The Bureau of Architecture provided cost estimates for upgrades to bring the SECF building up to code for ADA purposes. The total cost is estimated to be \$375,000, which covers handicap access to all areas (parking, elevator, bathrooms, etc.).

Mr. Moses plans to discuss the cost with the City Engineer, Mr. Todd Cockburn. It is a City problem as to the availability of funding. City College of San Francisco initiated the request to bring the SECF building up to code. Commissioner Brown wanted to speak further on ADA requirements at a later time during the meeting.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that the move to the new office on-site from 30 Van Ness is complete and the new Secretary has officially started employment. Mr. Moses will be spending one day at EPMC and other sites as needed.

ACTION: Commissioner Madison moved, seconded by Commissioner Garlington, and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Brown raised the issue of the initial authorization to use the EPMC. Mr. Moses explained that the church started using the center prior to the development of the Commission's Rules and Regulations. Mr. Alex Pitcher authorized the initial use on a once a week and month-to-month basis. Mr. Moses noted that when the new rules take effect in January, the church can only use it four times a year as other users. Commissioner Brown suggested that the Commission ask Mr. Pitcher to be present if there are other concerns about the authorization for use.

Commissioner Ettinger wanted to know the status of his request to the Director of Martin Luther King Pool regarding the pool schedule (Mr. Moses had been directed to follow-up on this matter). Mr. Moses responded that the Director of MLK Pool and Mr. Joel Robinson, Superintendent of Parks & Recreation will be invited to the August meeting to discuss the summer schedule at MLK Pool. Mr. Moses will also send an invitation, as requested by the Commission, to the new Chancellor when her appointment begins in August.

Commissioner Brown described the federal government requirements under the American Disabilities Act (ADA). Sections of the Act cover structures, however, there are some exemptions in the private sector, as well as city and federal government buildings. The State of California dropped all exemptions. ADA audits are triggered by requisitions for building permits or complaints about access to structures; this happened in 1993. The requirements include: strobe lights to alert the hearing impaired of a fire; certain numbers of parking spaces to be set aside for the disabled; wheelchair accessibility requires certain space accommodations (usually unisex lavatories and ramps are required); and there must be an elevator or lift for structures

with three stories or more. Acme Elevator Company has been designated in California for official reference.

Commissioner Garlington asked who prescribes the height of telephone installations? Commissioner Brown responded that the City Planning Department determines the height of phones. Public facilities that are found in non-conformance, will be required to tear-out and re-do to conformance.

Commissioner Ettinger asked if the work being done at two other centers are triggering ADA? Mr. Moses will check into this and report back to the Commissioner.

Commissioner Garlington inquired about wheelchair access to the SECF Community Room and Commissioners being assigned parking stalls on-site. Commissioner Brown explained that Dr. Juanita Owens, former Dean of CCSF Southeast Campus leased out the parking spaces. Commissioner Garlington expressed the need for designated parking stalls to avoid citations. Mr. Moses was asked to explore the possibility of securing parking spaces for the Commissioners.

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENTS

Ms. Gloria Hampton wanted to know the requirements to obtain permission from the Commission to use the kitchen at EPMC, and had the Commission given thought to this in depth? Commissioner Brown replied that the thinking has been about fairness of access to the facility; but the matter can be taken under consideration.

Commissioner Ettinger asked Ms. Hampton if she finds it satisfactory using the kitchen, since others may have priority to use it in connection with a scheduled event. Ms. Hampton replied that her staff follows the schedule, and since they plan to leave the area if someone reserves the room, joint use works well. Commissioner Brown requested that the Facilities Subcommittee meet and report back on this matter to the full body.

Mr. Moses suggested a possible date to have Liz Palega's going-away dinner at the Old Claim House. Commissioner Jones preferred moving the date from July 26 to August 10. Mr. Moses was asked to check with Ms. Palega about her availability for August 10, and keep the July 26 date open--if other date was not feasible. Commissioner Ettinger will be in charge of the gift.

IX. ADJOURNMENT

ACTION: Commissioner Garlington move, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 8:00 p.m. The next regular meeting will be held on Wednesday, July 26, 1995 at 6:00 p.m. in the SECF Community Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Sululagi Palega
President

Bobbie Brown
Vice President

Matt Ertinger
Echel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

NOTICE OF MEETING

WEDNESDAY, JULY 26, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, August 10, 1995
FAX (415) 821-1627

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821- 1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

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#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

WEDNESDAY, JULY 26, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson
Gelio Lepana

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Linda Richardson
Commissioner Scott Madison

Others Present: Charles Dunn, Real Estate Department; Toye Moses, SECF Executive Director; Willie McDowell, Immaculate Janitorial Services; Gloria Hampton, Joshua Marie Cameron Academy; J. Cipriano Lucero; Liz Palega; and Jacqueline Hale, Secretary of SECF Commission.

III. APPROVAL OF MINUTES

Draft of minutes for June 8th & 28th were presented and reviewed. Mr. Charles Dunn asked for corrections on the drafts, to reflect:

June 8, Page 5, 2nd paragraph: "Mr. Dunn suggested...work on something close to the original proposal made to the college".

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Madison, and carried to adopt the minutes of June 8 with the necessary correction.

June 28, Page 2, last paragraph: "City College and the Board of Trustees expressed...and they are not comfortable with the second proposal".

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison, and carried to adopt the minutes of June 28 with the necessary correction.

The July 13 minutes will be reviewed at the next meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Invitation to Joel Robinson, Superintendent, Recreation & Park Department and the Director of MLK pool requesting their presence to the next Commission meeting.
- b) Letter to William Lee, Chief Administrative Officer, concerning expiration of CAO nominees on the SECF Commission.

The CAO nominated two of the present Commissioners. The Ordinance establishing the SECF Commission indicates that the Mayor shall appoint Commissioners.

- c) Letter to Mr. Pitcher from a community user of the facilities on June 23, 1995 expressing concern of monitors hired for her event.
- d) Response from Willie McDowell in regards to the community user's letter.
- e) Quarterly report from the Human Resources Manager of Decorative Plant Service, Inc. and Sunborne's Greenhouse employees.

This is part of the lease agreement between the City and Decorative Plant Service. (Mr. Moses will include this on the next agenda.)

ACTION: Commissioner Jones moved, seconded by Commissioner Madison, and carried to accept the report on communications from the Executive Director.

V. REPORT: Toye Moses, Executive Director, SECF Commission

Mr. Moses reported that he received a call earlier that day from the Mayor's Office regarding appointment of a new SECF Commissioner, Mr. Rogelio Lepana who is replacing Mr. Sululagi Palega. The Mayor's Office informed Mr. Moses that Mr. Lepana will be sworn in the following day (Thursday, June 27) at 1:00 p.m. The Commissioners were invited to attend the ceremony.

Commissioner Ettinger remarked that it would have been nice to attend and show support to the new Commissioner, but due to the short notice and prior commitments, he will not be able to attend. Ms. Willie McDowell expressed concern that this is a community Commission and it is unfair to have a new appointee without input from the community. She wanted to know who made the recommendation to the Mayor? Mr. Moses explained that "by the San Francisco

Charter that established the SECF Commission, the Mayor has the right to appoint someone he knows or someone who lives or works in the BVHP community."

Commissioner Brown stated that had the Commission known of the ceremony in sufficient time, some could have arranged to be there. As it is now, the notice is given at 6:30 p.m. (the evening before); it is unknown how many people are able to avail themselves tomorrow. Commissioner Brown asked Mr. Moses to express their regrets on behalf of the Commissioners who were unable to attend.

Mr. Moses announced that the bid is out for the vacant space at EPMC. Distributions have been made to Whitney Young Child Development, Joshua Marie Cameron Academy, Young Community Developers and Samoan Development Association; announcements have been placed in local newspapers for the general public; and open house is scheduled for Thursday, July 27th, from 1:00 to 5:00 p.m.

Mr. Moses stated that he received a call from Ms. Willie McDowell concerning the complaint letter that was distributed at the last Commission meeting. She apologized about her employee monitor's performance and will try to make restitution, as requested by the user.

Mr. Moses reminded the Commission of the dinner scheduled for Ms. Liz Palega at 7:00 p.m. that evening.

ACTION: Commissioner Ettinger moved to accept the Executive Director's report, seconded by Commissioner Madison and carried.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Charles Dunn of the Real Estate Department reported that the City College Board of Trustees is having a closed session that evening concerning the CCSF Southeast Campus lease to try to clear misconceptions about how expensive this facility is compared to other facilities. Mr. Dunn is cautiously optimistic that CCSF will return to the compromise proposal that had been worked out. The Board of Trustees is not comfortable with the real estate's second proposal and does not want to return to the compromise.

Mr. Dunn also reported that the Real Estate Department has submitted an Ordinance for the lease of space at the SECF on behalf of the South Bayshore Community Development Corporation (SBCDC) to the Board of Supervisors for approval.

The request for qualifications (RFQ) for EPMC is ready for non-profit agencies to obtain. It was advertised in the New Bayview Newspaper and the Independent News on July 21st. Letters were sent to persons expressing interest and the Purchasing Department has it available.

Commissioner Garlington asked for an update on availability of the \$400,000 funding allocated Southeast Campus Culinary Program through Senator Kopp's legislation. Mr. Dunn responded that the funds are in the possession of the community college.

Commissioner Richardson asked Mr. Dunn if he knew how much interest has accrued on the \$400,000. Mr. Dunn replied that he has requested the amount from CCSF; and will report back to the Commission, when this information becomes available.

VII. NEW BUSINESS

Commissioner Brown announced that Mr. Joel Robinson, Director of Recreation & Park and the Director of MLK Recreation Center agreed to address the Commission at the next meeting.

VIII. PUBLIC COMMENT

Commissioner Brown asked Ms. McDowell if she wished to respond; and Ms. McDowell addressed the Commission. (Details are tape recorded.) Commissioner Brown thanked Ms. McDowell for her remarks and referred the matter to the Facilities Subcommittee.

IX. ADJOURNMENT

ACTION: Commissioner Garlington moved, seconded by Commissioner Ettinger, and carried to adjourn.

The meeting adjourned at 7:00 p.m. The next regular meeting of the SECF Commission is scheduled for Thursday, August 10, 1995.



**SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO**

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NOTICE OF MEETING

THURSDAY, AUGUST 10, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- 110/95
- I. CALL TO ORDER
 - II. ROLL CALL
 - III. APPROVAL OF MINUTES
 - IV. COMMUNICATIONS
 - V. PRESENTATION: Joel Robinson, Superintendent of Parks & Recreation Dept.
 - VI. REPORT: Toye Moses, Executive Director of the SECF Commission
 - VII. SPECIAL COMMITTEE REPORT: Commissioner Linda Richardson
 - VIII. OLD BUSINESS/FOLLOW-UP ISSUES
 - Update on CCSF Southeast Campus Lease
 - IX. NEW BUSINESS
 - Decorative Plant Services' Quarterly Report (Discussion & Action)
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, August 23, 1995
FAX (415) 821-1627

DISABILITY ACCESS INFORMATION

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson
Rogelio Lepana

MINUTES

THURSDAY, AUGUST 10, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

OCT 12 1995

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10/95
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72
2
I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Rogelio Lepana
Commissioner Linda Richardson
Commissioner Scott Madison

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; Joel Robinson, Superintendent of Parks & Recreation Department; Ron Chism, Supervisor of Martin Luther King Pool; Dena Guerrero, Human Resources Manager of Decorative Plant Service; Captain Timothy Hettrich, S.F. Police Department; George Mix, Executive Director of South Bayshore Community Development Corporation; Jim Hampton, Joshua Marie Cameron Academy; Kevin Williams, Vice President of New Bayview Committee; Mignon McGregor; Patricia Banks; Donna Banks-Jackson; Charles Walker; Willie McDowell; Gwendolyn Westbrook; and Jacqueline Hale, Secretary of SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. COMMUNICATIONS

Mr. Moses introduced and welcomed the new Commissioner, Rogelio (Rollie) Lepana to the Commission. The following correspondence were submitted for the Commissioners' perusal:

- a) The SECF Commissioner's new appointment papers were signed by Mayor Jordan.
- b) Letter from Mrs. Careth Reid, Director of Whitney Young Child Development Center concerning filing of the RFQ.
- c) Quarterly Affirmative Action Report from Decorative Plant Service.
- d) Letter from Greg McDowell regarding incident at SECF.
- e) Letter to John Cone, Assistant Superintendent of Building and Repairs in regards to leaks at the facility—this problem has been resolved.
- f) Newspaper article concerning Martin Luther King Swimming Pool.
- g) Letter from Sojourner Truth Child Care Center regarding an incident that occurred.

A three year old crawled through a hole in the fence and went to his home next door. This was the first time that the hole in the fence was reported. Police were contacted and State officials came to the school. Mr. Moses called Bureau of Building & Repairs; and the fence is scheduled for repair on August 11.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept the Communications as reported by Mr. Moses.

V. PRESENTATION-Joel Robinson, Superintendent of Parks & Recreation Department

Mr. Joel Robinson reported that the Board of Supervisors put back \$1.7 million for the 95-96 budget, and \$600,000 will go directly to the Recreation Division. The Commissioners' support helped considerably and their continued support was requested. While the funds are necessary to keep their programs functioning, these funds are not yet part of their baseline budget. Consequently, they battle for funding every year. Mr. Robinson hopes to make the funding a part of the baseline budget next year. These funds will enable staff to achieve their highest priority: increase the hours and bring back MLK Pool to what it was a few years ago. Effective in September, the pool will be open six days per week.

Mr. Ron Chism, the pool supervisor reported that attendance overwhelmingly increased since he returned. Now there is a resurgence of activities and interest, particularly for the youth. Adult programs are also being developed. The successes at the pool will make it difficult for the money not to be allocated again.

Recreation centers in Bayview Hunters Point will also benefit from the funds. There will be a large latchkey program at Joseph Lee and Youngblood Coleman. A late night program will operate year round in the Double Rock area and Gilman Playgrounds. The youth are taken to day camps around the City. An additional \$50,000 was granted by the Mayor's Criminal Justice Office for summer

programs, and most likely that same amount will be available next year. The results are obvious with the overwhelming attendance.

Mr. Chism stated that when he returned to MLK pool, he focused on moving the "Learn to Swim" program to hours likely to reach more children. Staff works extremely hard to provide good service for the community, as well as being friendly and courteous so people will feel welcome.

Mr. Robinson and Mr. Chism are trying to coordinate a "Lifeguard Program" for the Fall season to train young people from the community. Training would normally cost \$150, and the individual must be certified in order to become qualified to work as a lifeguard. Training is the first step toward employment as a lifeguard for the City through the S.F. Park & Recreation Department.

From the audience, Ms. Willie McDowell expressed her concern about the filter system at the pool. Mr. Robinson promised to look into the matter further to ensure safety. Improvements are being made in the plumbing, heating, ventilation, electrical systems and roof. From the audience, Mr. Charles Walker discussed the reason the pool was created and problems with it.

From the audience, Mr. Kevin Williams stated that the pool is open for longer hours. He questioned the involvement in the community by the SECF Commission alleging that Commissioner Ettinger misrepresented himself at a Planning Commission meeting concerning a housing development near Candlestick. Commissioner Brown responded that Mr. Williams' concerns could more appropriately be brought before the New Bayview Committee, and that the SECF Commission did not send a representative to the Planning Commission meeting. (Details of the discussion are recorded on tape.)

VI. REPORT-Toye Moses, Executive Director, SECF Commission

A special presentation was given by Captain Timothy Hettrich. Captain Hettrich reported that currently, there are 96 officers at the Potrero Station, including three roving officers. They have two cars exclusively used to patrol the schools—officers are available to visit all the schools during assemblies and speak to the children about problems. Their number one message is that they are there to protect the children. Also, it is hoped that the officers can help eliminate the problems with the homeless, auto break-ins, graffiti and how it diminishes the neighborhood. Captain Hettrich announced the ROSES Mayoral Debate the first Thursday in October.

VII. SPECIAL COMMITTEE REPORT-Commissioner Linda Richardson

Commissioner Richardson reported that the Special Committee met August 3rd concerning facility usage, and made the following recommendations for the Commission to consider: a) The Commission create a viable timetable to make sure that persons reserving the community rooms may be held responsible in case of cancellations; and b) The Commission should determine the feasibility of forming a non-profit corporation to obtain insurance for a nominal fee to assist uninsured persons holding events at this facility. Commissioner Brown stated that the Commission will take the recommendations under review and respond at a later date.

VIII. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Charles Dunn, Real Estate Department, gave an update on the CCSF Southeast Campus lease renewal. It appears that the community college will return to the compromise lease worked out by the Real Estate Department, the Executive Director and the Community College Administration. As

reported at the last meeting, there was a closed session held on July 26 to compare facility costs. The CCSF staff was directed to prepare a resolution for their Board of Trustees to consider at the August 24th meeting, and that the resolution generally reflects the compromise terms. If that resolution is approved by the full Board of Trustees, Mr. Dunn will present the business terms (still being worked out with the CCSF staff) to the Commission at the following SECF Commission meeting.

Mr. Dunn also reported that the South Bayshore Community Development Corporation (SBCDC) lease legislation was presented to the Board of Supervisors for their consideration. Legislation will most likely be referred to the Governmental Efficiency Committee for probable hearing on September 12th calendar. A draft lease approved by the City Attorney has been submitted to SBCDC for review.

Response to the EPMC RFQ was due August 4, 1995. The only response received was from Ms. Gloria Hampton of the Joshua Marie Cameron Academy (JMCA). Mr. Dunn contacted Ms. Hampton with several questions concerning her response. Most questions focused on her current business entity status and plan for space usage. The JMCA is a "for profit" organization, and the RFQ specifically calls for a "non profit" community service provider.

Mr. Dunn reported that Ms. Hampton is in the process of establishing a separate non-profit organization to be eligible to lease this space and install a computer lab to provide service for her academy and the community at large. Ms. Hampton's response will be duplicated and forwarded to all Commissioners for review. Mr. Dunn recommended that this be referred to the Facilities Subcommittee for discussion.

Ms. Hampton was unavailable for comment, however, Mr. Hampton was present to deliver copies of the report describing the proposed computer program. The design is for a non-profit organization which would provide: tutorial services; computer training; and GED services (for individuals with special needs, who are no longer motivated, who are challenged in the public school setting and desire their high school diploma).

On August 7, Mr. Dunn received a phone call from an employee of Whitney Young Child Development inquiring when the RFQ responses were due. He informed her that they were due August 4. The individual wishes to be considered if the RFQ was to be reopened. Mr. Dunn noted that the decision to reopen the RFQ is the discretion of the Commission. The Real Estate Department, subsequently, received a letter dated August 7 asking for an extension of the deadline (a copy was included in each Commissioner's packet).

Mr. Moses asked Mr. Dunn to consult with the City Attorney's Office on the legality of reopening the RFQ. Mr. Dunn agreed to follow-up on the legal ramifications if this issue is reopened, the non-profit status, as well as the new business status to be a non-profit.

Commissioner Brown asked if there had been adequate notice given to people who expressed interest? Mr. Dunn replied that the RFQ was advertised in newspapers, mailed with proposals to anyone who had expressed interest, and an additional package was personally hand-delivered to Ms. Careth Reid. Every effort was made to give adequate notice and everyone should have been fully informed. In addition, the Mayor's Office has been apprised of the timeframe of what was going to happen and where. Mr. Moses clarified that the original criteria was setup to determine who was qualified to rent space. In addition, the it included non-profits and people who work in the neighborhood. Since there were no applicants from a non-profit category, Mr. Moses recommended to the Commission that it be reopened.

Commissioner Brown referred the RFQ matter and the continued limiting space rental to non-profit entities to the Facilities Subcommittee for review and discussion.

IX. NEW BUSINESS

Ms. Dena Guerrero appeared before the Commission to present the Decorative Plant Service (DPS) Quarterly Affirmative Action Report. The report lists all employees and their residences.

Commissioner Ettinger wanted to know what efforts were being made by DPS to notify BVHP residents of job openings? Ms. Guerrero replied that the job announcements are disseminated to the New Bayview Newspaper, Bayview Urban league, Business Development for SLUG, Young Community Developers and ABU.

There were questions and concerns regarding what can be done to increase African American employees from this neighborhood since there were only three listed in the report. Ms. Guerrero explained that DPS has been involved in training and educating in their facility. They participate in a PIC program which sends referrals to them for training. They provide 6 hours of training to the individual and then reimbursed. They have tried placing a person after the training, but this unfortunately did not work since the person discontinued the training. They have met with ABU and had discussions about opening a training program in their facility. They are willing to provide the facility and the training, as far as the plant material; however, DPS does not have the budget for a teacher. ABU was to join with Mayor Jordan to develop a plan for starting an educational program at the greenhouse that would have turned into something more than just educational—a plant technician job. Currently, they do not have greenhouse positions.

Mr. Moses noted that the report shows three African Americans employed with DPS, but only one resides in the BVHP area. He asked what can be done to hire people from this neighborhood? Ms. Guerrero stated that there are a few employees from the 94124 zip code and they would like to have more participants if they can work with the ABU program. They are the only entity that has contacted DPS directly.

Ms. Guerrero explained that when announcements are posted for the greenhouse, only one or two persons apply. The pay is \$6.50 per hour, and that is unacceptable income to people with families. There are student positions opening up and the CCSF and Phillip Burton High School have been contacted to request for students. She asked whether it was possible to expand the request for greenhouse positions to other neighborhoods, or must they restrict to the 94124 zip code.

Commissioner Brown noted that they have already hired from outside the 94124 zip code area. All the staff are from some place else and it has always been that way. The restriction is around the circumstances for the facility and it would defeat the issues around the community, if the Commission opened it beyond that.

Mr. Dunn explained that DPS lease required that they make good faith efforts to hire new employees from the 94124 zip code area. The lease cannot be changed without acquiring the Board of Supervisors' approval. There are several problems occurring at present. DPS is not hiring a lot of people; and they were a major supplier of plants to the office buildings downtown, but the office buildings started reducing their purchases from the greenhouse. The Commission had established that a routine for any new hires includes advertising, publicity and notices.

Ms. Guerrero stated that YCD is at the top of DPS's mailing list and they are notified the moment there is a job available at the greenhouse. The low salary and no medical benefits seems to be the problem when trying to provide for a family. In the past, an applicant has declined a position using that reason. Commissioner Brown asked the Commission to consider this material.

X. PUBLIC COMMENT

Commissioner Brown also welcomed Commissioner Lepana to the Commission.

Mr. Moses announced that he will be on vacation for one week. The Secretary will be available to answer questions or assist, if needed.

XI. ADJOURNMENT

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried for adjournment.

The meeting adjourned at 8:00 p.m. The next regular meeting will be held on Thursday, September 14, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



**SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO**

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Sululagi Palega
President

Bobbrie Brown
Vice President

Matt Ertinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson

Rollie Lepana

WEDNESDAY, AUGUST 23, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
Report from Real Estate Department: Update on Southeast Campus Lease
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, September 14, 1995
FAX (415) 821-1627

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821- 1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

WEDNESDAY, AUGUST 23, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson
Relio Lepana

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:30 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Rollie Lepana
Commissioner Scott Madison

Excused: Commissioner Bobbrie Brown
Commissioner Linda Richardson

Others Present: Toye Moses, SECF Executive Director; Gloria Hampton, Joshua Marie Cameron Academy; Johnny Brannon, S.F. Independent Newspaper; and Jacqueline Hale, Secretary of SECF Commission.

III. APPROVAL OF MINUTES

ACTION: Commissioner Ettinger moved, seconded by Commissioner Madison, and carried to defer minutes of prior meetings until the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal and discussion:

- a) Letter from Charlie Dunn requesting to meet with the Facilities Subcommittee on one of the suggested dates in "Attachment A".

The purpose of the meeting is to review the RFQ for EPMC. Mr. Dunn has been requested to consult with the City Attorney if the RFQ can be opened again. Commissioner Jones asked the Executive Director to poll the Commissioners as to suitable dates to meet--preferably August 29.

- b) Mayor's Office of Community Development (MOCD) letter to Shirley Jones for a proposed \$28,000 block grant for the Captain Shorey building.
- c) State evaluation of Sojourner Truth programs.

Two weeks ago a child escaped from the center through a large hole in the fence; efforts are being made for repairs. Commissioner Ettinger wanted to know the estimated cost for repairing the fence. Mr. Moses was unknowledgeable of the amount, but he plans to visit the center the following day and inquire.

Commissioner Ettinger asked when there are issues such as these, how does DPW prioritize the work to be done--especially with little or no money available? Mr. Moses replied that there are four facilities under this jurisdiction. This SEC facility and the greenhouse are under Water Pollution. Whitney Young, Sojourner Truth, MLK, and Captain Shorey are under this Commission also, but they are under general funds and there is no funding for that. Therefore, Mr. Moses had to go to MOCD to cover repair costs. Evidently, there is a small amount of funds budgeted for minor repairs. Since this is an emergency repair that must be done immediately, a letter was sent to DPW.

Commissioner Garlington raised the issue of the teachers caring for the children. Mr. Moses suggested that the head teacher of Sojourner Truth and an EOC representative be invited to meet with the Commission.

ACTION: Moved by Commissioner Garlington, seconded by Commissioner Madison, and carried instructing the Executive Director to invite the head teacher and an EOC rep to a Commission meeting to discuss how to prevent this type of incident from recurring.

V. REPORT-Toye Moses, Executive Director, SECF Commission

Mr. Moses announced that he had been on vacation August 14-18. Repair of the restrooms at the EPMC auditorium and Whitney Young Child Development Center will begin soon as part of the requirement for the ADA. Money has been provided by the MOCD and the roof will also be repaired. Construction will start at Captain Shorey Center with the \$28,000 made available by MOCD to bring it up to code.

The S.F. Redevelopment Commission met at the SECF on Tuesday, August 22. The meeting was concerning the South Bayshore survey; and the Commissioners had an opportunity to tour the SBCDC offices.

PRC Environmental Management Inc., also met here on Tuesday. PRC is performing an environmental investigation at the Hunters Point Shipyard. The Restoration Advisory Board met earlier today to answer questions about land use. Tenants were informed that they would be tenants of the City and no longer the Navy.

The Whitney Young Parents Association had a mayoral candidate's forum on August 22nd. Since that center is under the jurisdiction of this Commission, Mr. Moses attended the forum to make sure everything was okay.

According to newspaper reports in the Independent on Monday and Examiner, there is an alarming high incidence of breast cancer in this neighborhood. (Copy of report was included in Commissioner's package.) This Commission is mandated to concern itself with three areas in

BVHP: economic development, public health, and public safety. Mr. Moses suggested that the Director of Public Health be invited to attend the next Commission meeting to discuss what can be done and how to minimize this problem.

Commissioner Madison concurred and recommended that staff confer with Dr. Sandra Hernandez as to the feasibility of meeting at the next Commission meeting. After confirmation, announcements of that meeting should be widely distributed to assure that the news reaches the community. Commissioner Jones called for a motion.

ACTION: Commissioner Madison moved, seconded by Commissioner Garlington and carried directing the Executive Director to invite Dr. Sandra Hernandez to meet with the Commission to discuss issues concerning cancer.

The BVHP Enterprise Community Council will be conducting their election on August 31st from 6:00-9:00 p.m., at the SECF Community Meeting Room.

The City College Board of Trustees are scheduled to meet at this facility on Thursday, August 24th at 5:00 p.m. A reception has been planned for the new Chancellor, Del Anderson prior to the meeting, at 4:00 p.m.

ACTION: Commissioner Ettinger moved, seconded by Garlington, and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Jones asked that the Department of Real Estate report be tabled, due to the absence of Mr. Dunn at the meeting.

VII. NEW BUSINESS

Commissioner Jones expressed that she had a concern to bring before the Commission. Since the Commission meetings were starting late, she suggested that thought be given to changing the meeting time or making sure the Commissioners are on time. Commissioner Madison said he shared her concerns about getting here in a timely fashion, and would be in favor of meeting half an hour later if that would help.

Commissioner Jones asked Mr. Moses what can be done about this? Mr. Moses replied that if it is the pleasure of the Commission to change the meeting time, he will seek an opinion from the City Attorney's Office--the time change cannot take effect until a response is received from the City Attorney. Commissioner Jones urged that this be explored soon, and called for a motion.

ACTION: Commissioner Garlington moved, seconded by Commissioner Madison, and carried to try to get the Commission meeting moved from 6 to 6:30 p.m. The Executive Director will seek advice from the City Attorney and report back to the Commission.

Mr. Moses announced that there is another space vacant at EPMC. The vacant area was occupied by Ms. Ruth Williams who deceased six months ago. Staff have received numerous calls from the community wanting to know if that space is vacant; and if so, when does it go out for bid? If it is occupied, who is the tenant paying rent. Mr. Moses contacted the Real Estate Office to inquire; and it was his understanding that no one is paying rent to the Real Estate Department--meaning area is vacant.

Commissioner Garlington agreed that several people are interested in that space. Ms. Ruth Williams had her Repertory Theater there; but there is no activity at present and there has not been theater practice since Ms. Williams' death.

Commissioner Madison remarked that he did not understand how it happens that there are a lot of inquiries wanting to know if a place is available; and then an incredibly complicated request for qualifications is instituted to rent the space; and then nobody applies.

Commissioner Ettinger wanted to know why it takes the Commission, who are the property managers for these buildings, six months to find out. The Commission should know what is occurring in their facilities. Mr. Moses noted that it is not a question of not knowing what is going on. He has been aware that the space was vacant for a long time. This matter was brought to the attention of the Real Estate Office in terms of who pays rent and who occupies the space. Currently, there are two available spaces that are being brought to the Commission's attention--which must be referred to the Facilities Subcommittee for action. Mr. Moses suggested that the subcommittee take action on this issue. Commissioner Jones asked that the Facilities Subcommittee meet and possibly include this item on the agenda--to be reported back to the Commission after the next meeting of the subcommittee.

Commissioner Madison also wants the subcommittee to address the issue of the church using the EPMC auditorium seven days a week. There are two separate issues: One is use of the facility on regular basis for their church; and the other is their apparent occupancy without an arrangement with Real Estate of a room which they occupy seven days a week. They have no lease and this matter was never brought before the Commission. They are using the room without permission and were notified with respect to the auditorium; but the matter being discussed has to do with the other room. Mr. Moses thought this issue was put aside when he was directed to send a letter to the church asking them to vacate the place by January 1--at which time, the new rules will take effect. Mr. Moses stated that he sent a letter to Concord Missionary Baptist Church; but no response has been received.

Commissioner Madison noted that in reference to the minutes, if Mr. Pitcher authorized day-to-day, month-to-month use, that does not cover permanent occupancy; and the church is using the room 24 hours per day. They have a key to where their supplies and other materials are stored. Commissioner Madison did not see anything in the minutes reflecting that. He did not think that the Commission has the right, contrary to city policy, to have a public facility dedicated to use by a religious denomination. He was unsure having the services there is proper; but he does feel it is not right for them to occupy it on a permanent basis.

VIII. PUBLIC COMMENT

There were no public comments made.

IX. ADJOURNMENT

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison, and carried to adjourn.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

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M. Jordan
Moses
Executive Director

THURSDAY, SEPTEMBER 14, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Brown
President
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Marlington
C. Jones
Madison
Richardson
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NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

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A G E N D A

- 2
- 9/95
- I. CALL TO ORDER
 - II. ROLL CALL
 - III. APPROVAL OF MINUTES
 - IV. COMMUNICATIONS
Presentations by Dr. Sandra Hernandez, Director of the SF Public Library &
Mr. Dennis Yee, Director, EOC, Early Childhood Program.
 - V. REPORT: Toye Moses, Executive Director of the SECF Commission
 - VI. OLD BUSINESS/FOLLOW-UP ISSUES
Report from Real Estate Department: Update on Southeast Campus Lease
& Earl P. Mills/Tenant Leases.
 - VII. NEW BUSINESS
 - VIII. PUBLIC COMMENT
 - IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, September 27, 1995
FAX (415) 821-1627

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Teye Moses at (415) 821- 1534 at least one week prior to the meeting.
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#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

ANNOUNCEMENT!!! ANNOUNCEMENT!!! ANNOUNCEMENT!!!

THE SOUTHEAST COMMUNITY FACILITY COMMISSION

invites

Dr. Sandra Hernandez

Director of Public Health, San Francisco Department of Public Health

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Speaking on

HIGH INCIDENCE AND THE SPREAD OF CERVICAL/BREAST CANCER AMONG AFRICAN-AMERICAN WOMEN IN THE BAYVIEW HUNTERS POINT

THURSDAY, September 14, 1995

6:00 PM

**Southeast Community Facility
Community Meeting Room
1800 Oakdale Avenue
San Francisco**

Do not miss this opportunity to hear what is going on in your community.

INVITE YOUR FRIENDS AND NEIGHBORS!!!

(Please park your car on the street. Do not park in the college parking lot.)

For more information, please call: Toye Moses, Executive Director, Southeast Community Facility Commission at (415) 821-1534.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson
Rogelio Lepana

MINUTES

THURSDAY, SEPTEMBER 14, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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OCT 23 1995

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, Vice President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Rogelio Lepana
Commissioner Scott Madison
Commissioner Linda Richardson

Others Present: Charles Dunn, Dept. of Real Estate; Toye Moses, SECF Executive Director; Sandra Hernandez, Dept. of Public Health; Cynthia Selmar, Southeast Health Center; Neil Gendel, Lead Poisoning Prevention Project; Chinyee Madawaki, BVHP Foundation; Patricia Banks, BVHP Network for Elders; Diana Oertel, Selena Chang and Donna Banks-Jackson, SBCDC; Gloria Hampton and Deborah Banks, JMC Academy; Espanola Jackson, District 7 Democratic Club; Carol Tatum, YCD; Barbara Nannez, S.F. Independent; Vernon Foster, VSN Janitorial Maintenance Service; Leon Thibeaux, CAC Enterprize Zone; Anthony Bryant, S.F. Enterprize in BVHP; Ernest Oliver, Nathaniel Mason, Deloris Wilson, Zettie LeBlanc, Jean Alexander, S.F. EOC, Inc.; Careth Reid, Sandra Blue, Lois Kincy, Latressa

Alford, Gwen Henry, Debora Warren, Deundra Dixon, Karen Simmons, Barbara Sam and Angela Campbell, WYCDC; Willie McDowell, WHGS Youth Foundation; Francine Carter, Kishi Anumashaun, Ena Aguirre, K.A. Basconcillo, J Cipriano Lucero, Anne Eng, Betty Rugley, Rufus Davis, Jackie Cohen; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Drafts of minutes were reviewed and approved as follows:

ACTION: Commissioner Garlington moved, seconded by Commissioner Madison and carried to adopt minutes of July 10, 1995.

ACTION: Commissioner Madison moved, seconded by Commissioner Richardson and carried to adopt minutes of July 26, 1995.

ACTION: Motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried to adopt minutes of August 10, 1995.

ACTION: Motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt minutes of August 23, 1995.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Letters to Mr. Dennis Yee and Dr. Sandra Hernandez requesting a meeting with the Commission.
- b) Letter from the Mayor in relation to EPMC and the RFQ process.
- c) Request from Dean Brown to relocate the snack bar to the atrium area at SECF.

V. PRESENTATIONS

SANDRA HERNANDEZ, DIRECTOR OF S.F. PUBLIC HEALTH

Commissioner Jones introduced Dr. Sandra Hernandez and expressed the Commission's appreciation of her attendance. Commissioner Jones announced that information cards were available for those desiring to speak or ask questions.

Dr. Hernandez gave some highlights on the health issues involving BVHP. About 6-8

months ago, the health department asked members of the BVHP community to participate in a survey (in the context of environmental waste that exist today from the industrial organizational process over the years), so that the health department could better understand the health status of BVHP residents. As part of that effort the health department felt that a particular issue was: "Were there or were there not increases of cancers in BVHP that might be attributable to some of these environmental toxic waste?"

Cancers are reportable; and the health department set a time-line (1988-92) that was large enough to get some significance in terms of the changes that might occur during the cancer study conducted in BVHP (observing rare and common cancers). The study did not give information on ways and causes of cancer--it is simply a retrospect survey. There are legitimate concerns of what causes these cancers and the answers were not found in the study. The major findings were:

- a) Higher rate of women with cervical cancer in BVHP than the rest of the City.
- b) Higher rate of breast cancer in African American women under the age of 50. 60% of those cancers among younger women were localized disease.
- c) Among men, prostate cancer and hodgkin's disease were lower in BVHP than other parts of the Bay Area.
- d) The common cancers, such as lung, colon, leukemia and brain were not high in BVHP.

The study will take more work and the health department is trying to address the findings, particularly breast and cervical cancers. Dr. Hernandez suggested a wider spread of mammography services for breast cancer and thorough screening of pap smear for cervical cancer (should be performed on all ages after being sexually active).

70% of the cases of breast cancers have no pre-warnings. The Bay Area has the highest rate of breast cancer than other parts of the country. Dr. Hernandez announced that next month is "Breast Cancer Awareness" month. More significant research is needed on breast cancer, and the health department is working with scientific researchers in the area to try to reduce the rate.

Commissioner Ettinger wanted to know why the period 1988-92 was selected for the study? Dr. Hernandez responded that it takes about a 2 year period to accumulate the data, and 1992 was the latest date available. A four-year period is needed, statistically, to locate any findings. Commissioner Ettinger asked if mobile mammography vans are still in operation and does it visit neighborhoods other than downtown, e.g. public housing, Bayview Plaza, etc. Dr. Hernandez replied that the mammography van is owned by the university and it goes to all health centers on a rotation basis; services are also provided to S.F. General and Laguna Honda hospitals. Breast screening was done at the Southeast Health Center on August 25th.

Commissioner Ettinger questioned the advertising method used to reach the BVHP residents? Ms. Cynthia Selmar responded that fliers were distributed and announcements made through radio stations.

Dr. Hernandez encouraged that the radiology stations be used, even though the mobile vans are available. The health department is part of the state contract to do breast and cervical cancer screening. Mammography can be done free-of-charge regardless of financial status and health centers can order the test.

Commissioner Richardson wanted to know when the data was released for the 1988-92 study? Dr. Hernandez stated that the department released the statistical report to the community group involved before it was released to the media. Commissioner Richardson questioned why it took 3 years to release the information? Dr. Hernandez replied that the cancer study was done a month ago to review the study done in 1992. The actual analysis of the study and its findings will be released in a hearing scheduled for October. The data was already presented to the American Cancer Society. (Dr. Hernandez will bring report back to the Commission.)

Commissioner Garlington expressed why was it recently decided to discuss cancer, when people have been working with soldering in the shipyard for years? She wanted to know what efforts were made by the health department for this community when the shipping industry was bringing disease and the city was dumping waste into this area; where were the BVHP citizens' tax dollars being spent? Dr. Hernandez was unable to explain the past actions of the health department; but currently, they are looking at the allocation of public resources according to community needs and based on data. They are also trying to locate the targeted population, age groups and types of cancers in the various areas.

Commissioner Lepana wanted to know why the prostate cancer among men in this area was low? Dr. Hernandez could not support a positive rationale for this, but being speculative, the prostate is a slow-growth cancer and age is a factor. People may have had prostate cancer and perhaps the screening was not done properly where it was not diagnosed at the earlier stages. It is difficult to tell from a retrospective study. The lung cancer finding, however, was detected sooner because of the shipyard.

Mr. Moses asked what could be done to make funding available for an outreach program to make BVHP residents aware of the various cancers that exist in the community? Dr. Hernandez explained that the health department will be moving forward obtain supplemental funding and request augmentation to target for this community. During the meeting in October, she will suggest the enhancement of education and outreach for breast cancer. Mr. Moses stated that 2 months ago, there was news that prostate cancer was very common among Black males in this area. Dr. Hernandez replied that the reported prostate cancer in this area may not be

prevalent. They will be conducting annual retrospective exams. Blood test for prostate cancer is available now at S.F. General Hospital.

Commissioner Madison asked if there are plans for any final analysis of the study? Dr. Hernandez responded that the health department plans to do a long-term study. They have to get a handle on what causes breast cancer--environmental effects requires a very long-term setting. Commissioner Madison wanted to know why the environmental causes were more or less ruled out? Dr. Hernandez explained that this report does not rule-in or rule-out the causes of cancer. They cannot, from this study make any statement in terms of what caused or did not cause a higher rate of breast cancer. This would require a long-term retrospective study. Basically, is there enough ionize and radiation in the Bay Area to cause cancer?

Commissioner Madison stated that over the years, there have been concerns from people living near the PG&E plant of possible affects from the high voltage and radiation. He asked what is Dr. Hernandez's opinion of the association, if any, of high voltage and cancer in the study? Dr. Hernandez explained that there have been few studies done in terms of brain cancer among children. The discussion of waste in BVHP is a health issue and this is not the last study with the immediate group to answer unsolved questions. The health department hopes to continue looking at health issues and outcomes to put together enough documentation to obtain the kinds of federal monies needed for proper research.

Commissioner Jones opened the floor for questions and comments from the audience: The following persons remarked on health issues (record available on tape):

- a) Mr. Leon Thibeaux spoke on public participation in health related fields and federal funding provided for this. He also wanted assurance that data released from the studies are not taken out of context.
- b) Ms. Ena Aguirre requested that the mammography units visit this area monthly; copies of the report be made available and forwarded to the Waden Library for public viewing. She asked that BVHP residents be consulted for input as to what is needed and where funding should be applied, before it is made available.
- c) Ms. Careth Reid suggested more information on prevention of cancer and more intervention from the health department.
- d) Mr. Neil Gendel spoke about the legislation that was passed in 1992 regarding lead poisoning, the survey that was conducted, and support for cleaning up these sites containing lead.
- e) Ms. Francine Carter encouraged people to participate in the health assessment program at the Southeast Health Center; and questioned the early age for taking the mammogram examination for breast cancer and the effects of radiation.

September 14, 1995

- f) Ms. Betty Rugley wanted to know if there was scientific proof that the environment causes breast or cervical cancer, and is there proof of emissions from the power plants causing cancer.
- g) Ms. Jackie Cohen expressed concern and disapproval of the power plant proposed for this area and it's pollution.
- h) Ms. Espanola Jackson expressed concern about health assessments and exams being performed on African Americans compared to other nationalities. She requested a copy of the report that was done regarding radiation and x-rays. She spoke about health issues in this community, and funding that is required and available.
- i) Ms. Carol Tatum spoke about the correlation between tobacco (first and second hand smoke) and breast/cervical cancers.

Commissioner Jones thanked Dr. Hernandez for her presentation and participants in the discussion.

DENNIS YEE, DIRECTOR OF E.O.C., EARLY CHILDHOOD PROGRAM

Commissioner Jones acknowledged that Mr. Yee was present and asked that his presentation be rescheduled for a later date. Mr. Yee had another engagement that evening and was willing to meet at another time.

VI. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses announced that Ms. Jacqueline Hale had resigned and her last day was September 13, 1995. He will be requesting a list from Civil Service to interview for another secretary.

Commissioner Ettinger requested a copy of the response to the Mayor's letter. Mr. Moses replied that copies of his response will be available at the next Commission meeting.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to accept the Executive Director's report.

VII. OLD BUSINESS/FOLLOW-UP ISSUES

Report from Department of Real Estate:

Mr. Charles Dunn reported that South Bayshore Community Development Corporation's (SBCDC's) lease passed the Government Efficiency Committee on September 12th and the Real Estate Department does not anticipate any problems

at the full Board of Supervisors' hearing. The Real Estate is proceeding with the SBCDC lease for signatures and other necessary paperwork.

As instructed by the Commission, the Real Estate made a preliminary inquiry to the City Attorney regarding the RFQ for EPMC: a) whether the Commission could reopen the RFQ; and b) whether the Commission could accept a proposal from a "for profit" applicant on behalf of a "to be non-profit" service provider. The answer (without the benefit of a detailed investigation) was "yes" to both. Upon the discretion of the Commission, all the prior applicants could be rejected and the RFQ reissued; the "to be non-profit" is not excluded, as long as the clear intention is to become a "non-profit".

An additional RFQ was received on August 28, 1995 from the collaborative effort of Whitney Young Child Development, CAHEED and Easter Seal Society. (This RFQ was forwarded to the Commission Secretary for distribution.)

The Real Estate and staff met with two of three existing tenants regarding new, more comprehensive leases and better management operating relationship. The Real Estate felt that the meeting was extremely productive and will be meeting with the third tenant shortly.

The CCSF Board of Trustees approved the general terms for a lease renewal. The Real Estate Department has been waiting for the Facilities Subcommittee to make their presentation. Mr. Dunn asked that a meeting be scheduled to discuss the terms.

Mr. Dunn read aloud the card that was submitted by Ms. Deundra Dixon who had to leave before this item was addressed. Ms. Dixon had assumed that the Whitney Young Child Development Center was facing closure. Mr. Dunn clarified that there has been no intention of evicting the WYCDC from EPMC; on the contrary, efforts are being made to setup an agreement for the next 20 years. The Real Estate Department obtained a simple half page agreement from MOCD and that would be in everyone's best interest to put together a new lease in terms of defining responsibilities and obligations.

Mr. Moses suggested that a motion be made to reopen the RFQ. Mr. Dunn suggested that clear instructions be made in terms of advertising (New Bayview, Independent News, Purchaser's Newsletter), period of reopening (two weeks), and should there be another open house.

Mr. Dunn reported that he met with Mr. Moses and Mr. Kevin Williams of the Bayview Repertory Theater to discuss lack of rent payments. Mr. Williams wanted to investigate where the money had went and will report back. Mr. Dunn was in a meeting at the time Mr. Williams visited his office and was unable to see him. Commissioner Jones asked that better clarification be sought from Mr. Williams in

terms of the rent.

Testimony was given by the following persons on behalf of the Whitney Young Child Development Center (the new lease being considered and the programs/services provided by WYCDC): Ms. Lois Kency, Ms. Latressa Alford, Ms. Barbara Sam, and Ms. Sandra Lew. (Recorded on tape.)

Ms. Careth Reid spoke about the issue of the after-school program, which is for school-age children. The license has been pending for a year and a half while the Licensing Division has been allowing WYCDC to operate. The program requires use of the auditorium and Ms. Reid expressed concern regarding the rule that was set forth in May stating that "no person or agency may use the auditorium more than 4 times per year." This will affect 75 children who have been served for the past 5 years. It was not until the laws changed 2 years ago that WYCDC was required to have special licensing for the after-school program. WYCDC has attempted to get the fire code regulations met. The licensing for school-age children program will be lost if they are limited to only 4 times a year--she requested more clarification. She further stated that WYCDC has undertaken all the exterior care/maintenance of the EPMC site for the last 10 years. The janitorial services has been provided by the WYCDC to make sure the auditorium and kitchen are clean for the children to use. WYCDC has invested a lot of money towards the upkeep of the facility. It was her understanding that the money received for rent goes into the general fund and it does not help this community nor can it be used for maintenance. The \$100 rent is off-set by the repairs and maintenance services provided by WYCDC.

Mr. Moses explained that the rules were changed because there have been complaints from the community regarding use of the auditorium and kitchen every Wednesday, Thursday and Sundays by a church group and every weekday by WYCDC and JMC Academy. The rules will take effect next year and Mr. Moses did not foresee a problem. He suggested that perhaps WYCDC would fall under a special category by the services being provided to the community and be able to use the facility on the same line as groups conducting meetings.

Commissioner Jones assured that it was never the intent of the Commission to close WYCDC; but exploring more efficiency in all the facilities. Commissioner Jones appointed Commissioner Madison to temporarily serve on the Facilities Subcommittee to review some of the concerns expressed that evening, for recommendations to the full Commission.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Madison and carried to accept Mr. Dunn's report.

VIII. NEW BUSINESS

Mr. Moses recommended that the new Director of S.F. Housing Authority be invited to make a presentation regarding available public housing.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried to extend an invitation to the Housing Authority Director to meet with the Commission. Mr. Moses will seek the best available date.

Mr. Moses announced that there is a new Chief Probation Officer, Mr. Edgar Flower of the Youth Retention Center; and suggested that he also be invited to meet with the Commission.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried to invite Mr. Edgar Flower to give a presentation before the Commission.

IX. PUBLIC COMMENT

Public comments were made in Items V and VII.

X. ADJOURNMENT

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 8:40 p.m.

The next meeting will be held on Wednesday, September 27, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

unk M. Jordan
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ecutive Director

bric Brown
President

r Ettinger
el Garlington
ise C. Jones
r Madison
la Richardson
llie Lepana

NOTICE OF MEETING

WEDNESDAY SEPTEMBER 27, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- Report from Department of Real Estate
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, October 12, 1995

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821-1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meeting are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room.

The closest BART Station is located at 24th and Mission Streets.

Accessible MUNI Lines serving this location are the:

#23 Monterey

#44 O'Shaunessey

6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

SF
S72
#2

MINUTES

Frank M. Jordan
Mayor

Toye Moses
Executive Director

9/27/95

WEDNESDAY, SEPTEMBER 27, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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Bobbie Brown
President

Matt Ettinger
Ethel Garlington
Louise C. Jones
Scott Madison
Linda Richardson
Rogelio Lepana

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Brown, President, on this date, commencing at 6:00 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown
Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Scott Madison
Commissioner Linda Richardson

Excused: Commissioner Louise Jones
Commissioner Rogelio Lepana

Others Present: Toye Moses, SECF Executive Director; Gloria Hampton, JMC Academy; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Response to the Mayor's letter from Toye Moses.
- b) Letter of endorsement supporting Todd Cockburn for the position of Director of Public Works.
- c) Letter to George Mix, Director of SBCDC regarding his responsibility of equipment and furniture during use of the community room.
- d) Transmittal from the Mayor's Office of Community Development for approval to reroof Sojourner Truth Childcare and Martin Luther King, Jr. Nursery.
- e) Proposal for a joint venture between Inner City Youth and JMC Academy to lease the vacant space until Gloria Hampton receives a "non-profit" business status.

Commissioner Brown asked that this matter be placed on the agenda of the Facilities Subcommittee meeting.

- f) Request from Dean Brown to transfer the snack bar to the atrium area at SECF.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that the roofing work at EPMC is almost complete and he anticipates the restrooms to be finish by the middle of next month. The MOCD is awaiting for a response to the information they requested from the Director of Captain Shorey Center before releasing the monies made available for repairs for the roof and restrooms. To date, there has been no response and nothing has been done.

Commissioner Garlington wanted to know if the business of the Bayview Repertory Theater and rent has been resolved. Mr. Dunn is still pursuing this issue (the Commissioners will be informed of any developments.)

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to accept the Executive Director's report and communications.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Commissioner Brown asked that Mr. Moses arrange a meeting between the Facilities Subcommittee members to discuss the RFQ criteria and CCSF Southeast Campus lease for recommendations to the full body. Mr. Moses stated that he was informed by Mr. Dunn that the CCSF lease is still pending, everything is moving smoothly and near completion. CCSF Board of Trustee Jim Mayo contacted Mr. Moses earlier that day to setup a meeting with the Commission to discuss a working plan for the culinary program at SECF. (Mr. Moses will apprise the Commission when a meeting is scheduled.)

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENT

Commissioner Brown thanked everyone for their support, letters and prayers for a speedy recovery during her illness. She will be returning to the hospital at the end of October.

Mr. Moses asked that Commissioners Jones and Lepana, who were also out due to illness, be remembered in everyone's prayers.

Commissioner Brown welcomed Liz Palega back to the Commission's staff.

IX. ADJOURNMENT

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Richardson and carried for adjournment. The meeting adjourned at 6:45 p.m.

The next regular meeting will be held on Thursday, October 12, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, OCTOBER 12, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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Robert Brown
President

Robert Ertinger
Mel Garlington
Dorise C. Jones
Robert Madison
Linda Richardson
Julio Lepana

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

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A G E N D A

- 12/95
- I. CALL TO ORDER
 - II. ROLL CALL
 - III. APPROVAL OF MINUTES
 - IV. COMMUNICATIONS
 - V. REPORT: Toyo Moses, Executive Director of the SECF Commission
 - VI. RECOMMENDATIONS: Facilities Subcommittee
 - Action and Approval: RFQ criteria for vacant space at EPMC
CCSF Southeast Campus Lease
 - VII. OLD BUSINESS/FOLLOW-UP ISSUES
 - VIII. NEW BUSINESS
 - IX. PUBLIC COMMENT
 - X. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, October 25, 1995

DISABILITY ACCESS INFORMATION

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#44 O'Shaunessey

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

October 12, 1995

The Minutes of this meeting are missing.



SF "SOUTHEAST COMMUNITY FACILITY COMMISSION
S72 CITY and COUNTY of SAN FRANCISCO
#1

NOTICE OF MEETING

Frank M. Jordan 10/25/95
Mayor

Toye Moses
Executive Director

WEDNESDAY, OCTOBER 25, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

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**** NO SMOKING DURING COMMISSION MEETING ****

Abbie Brown
President
Matt Ertinger
Mel Garlington
Luis C. Jones
Port Madison
Linda Richardson
Elio Lepana

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

NOTE: The next meeting of the SECF Commission is scheduled for
Thursday, November 9, 1995

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SOUTHEAST COMMUNITY FACILITY COMMISSION

October 25, 1995

The Minutes of this meeting are missing.



SF SOUTHEAST COMMUNITY FACILITY COMMISSION
372 CITY and COUNTY of SAN FRANCISCO
#1

11/9/95

NOTICE OF MEETING

Frank M. Jordan
Mayor

Toye Moses
Executive Director

THURSDAY, NOVEMBER 9, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

Robbie Brown
President

Matt Ertinger
Phil Garlington
Luis C. Jones
Scott Madison
Linda Richardson
Melio Lepana

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

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A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toyo Moses, Executive Director of the SECF Commission
- VI. OLD BUSINESS/FOLLOW-UP ISSUES
 - Real Estate Department: Update on RFQ and Leases
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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NOTE: The next meeting of the SECF Commission is scheduled for
Wednesday, November 22, 1995

DISABILITY ACCESS INFORMATION

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, NOVEMBER 9, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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llie L. Brown
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e Moses
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Knox
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a Richardson

2 I. CALL TO ORDER

9/95 The regular session of the Southeast Community Facility Commission was called to order by Commissioner Knox, Vice President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Excused: Commissioner Bobbie Brown

Others Present: Charlie Dunn, Department of Real Estate; Toyo Moses, SECF Executive Director; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Mr. Dunn asked for corrections on the minutes of October 12th:

Page 7, last paragraph to reflect: "These are options that make sense. CCSF has to be given 6 months prior notice to recapture the space".

SECF COMMISSION

November 9, 1995

Page 8, third paragraph to reflect: "Bayview Repertory Theater had ceased paying rent a couple of years ago.... With a new lease, if that space is to be sublet...".

Page 9, second paragraph to reflect: "Mr. Dunn noted that there is no default clause in the original lease, in fact, there is not any kind of language...".

Commissioner Lepana asked for correction on Page 9, second paragraph to reflect: "Commissioner Lepana suggested that if there is an indication of violation of rent...".

ACTION: A motion was made by Commissioner Richardson, seconded by Commissioner Galante and carried to adopt the October 12th minutes with necessary corrections.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Blanchard and carried to adopt the October 25th minutes as presented.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' review and perusal.

- a) Community meeting room schedule for the month of November.
- b) Letter from Dean Bernice Brown to CCSF Public Safety Officers regarding working cooperatively with members of the southeast community.
- c) Job announcement for a temporary 1446 Secretary II--application deadline is set for November 13, 1995.
- d) Memo to the Deputy City Attorney informing about the unemployment insurance appeals hearing filed by Ms. Jacqueline Hale, former secretary.
- e) Commission's mailing roster was available for review.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses reported that while he was away for a conference, there was a problem with access of users to the community room. The non-cooperation of the CCSF

SECF COMMISSION

November 9, 1995

public safety officers on site resulted in Dean Brown sending a written reprimand to those officers involved. It was Mr. Moses understanding that when there are meetings in the community room, the security persons will open and close the facility.

The job description for a new secretary will be posted and interviews will take place soon. Ms. Jacqueline Hale, the former secretary was evaluated and did not pass the probationary period. She was given a month to improve, however, before the month was over, Ms. Hale decided to resign. She later applied for unemployment insurance and Employment Development Department (EDD) contacted Mr. Moses to elaborate on Ms. Hale's claim. Mr. Moses had responded that Ms. Hale did not meet the probation and that further information was confidential. Ms. Hale's claim for unemployment benefits were denied and she requested a hearing with the California Unemployment Insurance Appeals Board. The hearing was scheduled for November 7th and Mr. Moses was asked to attend. The judge will apprise everyone of his decision.

On November 8th, Mr. Charles Dunn, Mr. Alex Pitcher, Mr. Richard Scott and Mr. Moses met with Mr. Todd Cockburn to discuss where to secure monies to upgrade all the facility deficiencies in complying with American Disability Act (ADA). It was estimated that this facility would cost about \$300,000 to upgrade to meet the code. A list of work to be done will be generated and staff will be working closely with the Bureau of Building Repairs (BBR) to try to minimize the cost. By next week, the three elevators in this facility will be upgraded to meet ADA standards.

Commissioner Knox questioned that in terms of the upgrade work, did someone prioritized what needs to be done first? Mr. Moses responded that the Bureau of Engineering and Bureau of Architect examined the facility and gave the overall estimate of \$300,000. An estimate was received today of \$93,000 for minor repairs. Another meeting is planned for the following week with BBR.

Commissioner Knox asked if there is a deadline to have this type of work completed? Mr. Dunn replied that there is a legal obligation to have the facility completed on January 26, 1994, per the original legislation. As part of the lease process, the Bureau of Architecture will do a survey and the City do what is required so that the ADA improvement is part of the lease. Commissioner Garlington stated that the previous work has not been up to par, and will there be an inspector to inspect the ADA work after completion? Mr. Moses stated that this is a city building and it will be inspected. Commissioner Galante wanted to know if the Commission will be fined if the ADA does not meet the deadline? It is important that this be explored and the best price for ADA improvements.

SECF COMMISSION

November 9, 1995

The work at EPMC is almost complete (restroom, roof, fire alarm). Mr. Moses will apprise the Commission of the outcome of the repairs.

Commissioner Garlington wanted to know what was being stored in the dining room? Mr. Moses replied that the college is offering a Lead Abatement class in that space.

Mr. Moses will follow-up on the Commission's request to meet with the CCSF Chancellor and Board of Trustees President for an update of the culinary program and public safety at this site (draft of letter was submitted for review). Commissioner Richardson asked that a copy be sent to Dean Brown.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Galante and carried to accept the Executive Director's report.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

Mr. Charles Dunn reported that:

- a) The CCSF college lease. The Real Estate Department met with the college staff and most of their concerns were the indemnity clauses. Those issues were referred to the City Attorney's Office. Also, an investigation of the legal ramification if the funds were acquired by the City. The Real Estate Department suggested that the lease indemnity clauses be referred to the Facilities Subcommittee.
- b) The RFQ for the vacant space at EPMC. Two RFQ submittals were received and any other will be forwarded to the Executive Director. Mr. Dunn asked that a Facilities Subcommittee meeting be scheduled to make recommendations to the full Commission.
- c) EPMC renewal leases. On October 26th, Mr. Williams informed the Real Estate Department that he was not interested in paying the back rent. Commissioner Garlington asked if the Real Estate Department has any rules and regulations on collecting rent. Is the back rent being omitted and is the Real Estate Department starting all over again? Mr. Dunn noted that this is at the discretion of the Commission. The existing lease does not contain any default clause or any kind of lease provisions that limits the Real Estate's options. Whether the Commission decides to pursue action through the City Attorney to collect back rent from the Bayview Repertory Theater is the Commission's decision. Mr. Moses suggested that this issue be referred to the Facilities Subcommittee for recommendations to the full body.

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Commissioner Richardson wanted to know the status of canceled check? Mr. Dunn stated that the Real Estate Department is still reviewing this and Bayview Repertory Theater is not willing to pay the back rent. Mr. Knox suggested that the Chair of the Facilities Subcommittee meet with Mr. Dunn and Mr. Williams to get a clarification. Commissioner Lepana wanted to know if there is a precedence on the part of the Commission to intercede when this type of problem recurs? Mr. Dunn responded that this item will be in the new lease.

Commissioner Galante asked if there is a date when their current lease expires? (Mr. Dunn asked that he investigate this further and report back to the Commission.) Commissioner Galante questioned if the Commission had the authority to set the monthly rent or is this given since this is a community facility? Mr. Dunn replied that the Commission could make recommendations on the rent--rents are subject to go before the Board of Supervisors for approval.

Commissioner Blanchard requested a listing of all the lease expiration dates, which leases are being renegotiated and copies of existing and new leases for the Commission's review. (Mr. Dunn will forward information to the Commission.) Mr. Moses stated that leases are available for the college and greenhouse; however, the other leases are month-to-month. The Real Estate Department has been working with the tenants and hopes the new leases will become available soon.

d) SBCDC lease at SECF. SBCDC lease has passed the Board of Supervisors and is waiting for the Mayor's signature.

Mr. Moses stated that the RFQ was reopened because only one was received previously. Now that there are two RFQ's, the Facilities Subcommittee will have to decide who will occupy the space. It was publicized city-wide and Mr. Moses expressed concern as to why people were not applying. He urged that the space needs to be filled.

Mr. Dunn noted that there are a few days remaining for non-profit organizations to apply--applications are available at the Real Estate Office.

Commissioner Knox concluded that the Facilities Subcommittee will meet to work on the matters of the Bayview Repertory Theater, RFQ's and college lease. (The Executive Director will contact the subcommittee members to set a date to meet.)

Mr. Moses noted that there are rules and regulations that govern both facilities. This Commission revised the rules in May of 1995. Mr. Moses will forward these guidelines to the new Commissioners so that they could see what it entails. (Mr.

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November 9, 1995

Moses gave a general overview of the guidelines.)

VII. NEW BUSINESS

Mr. Moses proposed that a Public Safety Committee be established. There have been problems with the security at this facility. In the college lease, it states that the college will provide security every weekday until 10 p.m. and are on-call after 10 p.m. and the weekends. The Public Safety Committee is needed to oversee the activities of the security. He suggested that this issue be placed on the agenda of the next Commission meeting.

ACTION: Commissioner Garlington moved, seconded by Commissioner Lepana and carried for the establishment of a Public Safety Committee.

VIII. PUBLIC COMMENT

Commissioner Knox asked that a "get well" card be sent to Commissioner Brown who was hospitalized. Commissioner Galante suggested that individual cards/letters be sent. Mr. Moses stated that Commissioner Brown had a successful operation and is at home convalescing.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Blanchard and carried for adjournment. The meeting adjourned at 7:15 p.m. The next regular meeting will be held on Wednesday, November 22, 1995 at 6:00 p.m., in the SECF Community Meeting Room.

SOUTHEAST COMMUNITY FACILITY COMMISSION

November 22, 1995

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor

Toye Moses
Executive Director

Bobbie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

MINUTES

WEDNESDAY NOVEMBER 22, 1995

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California

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I. CALL TO ORDER

Due to the absence of officers to preside over the meeting, the regular session of the Southeast Community Facility Commission was postponed until the next scheduled meeting.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Excused: Commissioner Bobbie Brown
Commissioner John Knox

Others Present: Charlie Dunn, Department of Real Estate; Toye Moses, SECF Executive Director; and Liz Palega, Secretary, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Minutes were deferred until the next Commission meeting.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' review and perusal.

- a) Revisions to invitation to President Robert Burton of the CCSF Board of Trustees and Chancellor Del Anderson to meet with the Commission.
- b) Revised Commission mailing roster.

V. REPORT-TOYE MOSES, EXECUTIVE DIRECTOR, SECF COMMISSION

Mr. Moses asked that his report be tabled until the next meeting.

VI. OLD BUSINESS/FOLLOW-UP ISSUES

No old business/follow-up issues were discussion.

VII. NEW BUSINESS

No new business was discussed.

VIII. PUBLIC COMMENT

No public comments were made.

IX. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Blanchard and carried for adjournment. The meeting adjourned at 6:45 p.m. The next regular meeting will be held on Thursday, December 14, 1995 at 6:00 p.m., in the SECF Community Meeting Room.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Robbie Brown
President

Esther Blanchard

Thomas Galante

Patricia Garlington

John Knox

Gregorio Lepana

Linda Richardson

NOTICE OF MEETING

THURSDAY, DECEMBER 14, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Meeting Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. COMMUNICATIONS
- V. REPORT: Toye Moses, Executive Director of the SECF Commission
- VI. REPORT: Facilities Subcommittee
- VII. OLD BUSINESS/FOLLOW-UP ISSUES
 - Update from Real Estate Department
- VIII. NEW BUSINESS
 - Selection of newly created Housing, Health & Public Safety Committees
 - Discussion of possible rescheduling of next Commission meeting
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

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SOUTHEAST COMMUNITY FACILITY COMMISSION

December 14, 1995

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Frank M. Jordan
Mayor

Toye Moses
Executive Director

Robrie Brown
President

Her Blanchard
Thomas Galante
Mel Garlington
In Knox
Gelio Lepana
Ada Richardson

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY DECEMBER 20, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Suite B - Conference Room
San Francisco, California 94124

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NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

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1/20/95
- I. Call to Order
 - II. Roll Call
 - III. Presentation: Bonnie Ng - DPW; Ella Stoneham-Brown, DPW (Tree Planting Project)
 - IV. Approval of Minutes
 - V. Communications
 - VI. Report: Toye Moses, Exec. Dir., SECF Commission
 - VII. Report: Facilities Subcommittee
 - Discussion on Southeast Community College to sublease to Project Read
 - Concord Missionary Baptist Church
 - Report: Housing, Health & Public Safety Subcommittee
 - VII. New Business
 - IX. Public Comment
 - X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Jan. 11, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

**FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE
ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT
THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.**

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821-1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at 24th & Mission Streets. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

December 20, 1995

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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Frank M. Jordan
Mayor

Toye Moses
Executive Director

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

JAN 09 1996
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THURSDAY JANUARY 11, 1995 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

Robbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: Nov. 9, Nov. 22, Dec. 14 and Dec. 20
- IV. Communications
- V. Presentation: Bonnie Ng - DPW; Ella Stoneham-Brown, DPW (Tree Planting Project)
Presentation: Del Anderson, Chancellor - City College of San Francisco
- VI. Report: Toyo Moses, Exec. Dir., SECF Commission
- VII. Old Business: Update from Real Estate Dept. - Leases
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Weds., Jan. 24, 1996.

ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

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INVITES

**MS. DEL M. ANDERSON, CHANCELLOR
CITY COLLEGE OF SAN FRANCISCO**

TO SPEAK ON

**PROPOSED CULINARY ARTS PROGRAM
AND HER VISION FOR SOUTHEAST CAMPUS**

THURSDAY, JANUARY 11, 1996

6:00 P.M. - 8:30 P.M.

SOUTHEAST COMMUNITY FACILITY
COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE
SAN FRANCISCO

DO NOT MISS THIS OPPORTUNITY TO HEAR
WHAT IS GOING ON IN YOUR COMMUNITY

**INVITE YOUR FRIENDS AND
NEIGHBORS !!!**

PLEASE PART YOUR CAR ON THE STREET. DO NOT PARK IN THE COLLEGE PARKING LOT.

FOR MORE INFORMATION, PLEASE CALL TOYE MOSES, EXECUTIVE DIRECTOR,
SOUTHEAST COMMUNITY FACILITY COMMISSION AT (415) 821-1534.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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SAN FRANCISCO
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1996
THURSDAY, JANUARY 11, 1994

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Brown, President, on this date, commencing at 6:10 p.m.

ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown, President
Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox

Excused: Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present: Charlie Dunn, Dept. Of Real Estate; Toye Moses, Exec. Dir., SECF
Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: Hope Hayes, SEC Advisory Board; Gloria Hampton, JMC Academy; Grace Grima, All Hallows Community; Ella Brown, DPW-Public Affairs; Bonnie Ng, DPW-BOE; Bernice Brown, CCSF-Southeast Campus; Arthur Rose, CCSF; Joe Gallaread, SBCDC; Del Anderson, Chancellor-CCSF; Frances Lee, CCSF; Dale Shimasaki, CCSF; Peter Goldstein, CAO-CCSF; Rose Mary Johnson, CCSF; Aurelia Price, SEC Advisory Board

SECF COMMISSION

January 11, 1996

III. APPROVAL OF MINUTES

Approval of draft minutes were tabled until after the two presentations in agenda item V.

IV. COMMUNICATIONS

Discussion of communications items were tabled until after the two presentations in Agenda V.

V. PRESENTATION: Oakdale Ave. Tree Planting Project: Public Information Officer Ella Stoneham-Brown from DPW-Public Affairs explained that back in September 1995 this Commission was made aware of some updating and upgrading the City was planning to make to the 1800 block of Oakdale to bring the grounds up PUC requirement. Through a public meeting, local residents decided that since there were going to be repairs then the entire street ought to be beautified also, hence the tree planting offer would be incorporated into the repair project. Ms. Brown then introduced Bonnie Ng, the Landscape Architect for the Oakdale Avenue Tree Planting Project, who would answer any technical questions the Commission might have.

Ms. Ng brought a few photographs showing where the repairs and upgrades to the street area are planned and added that the tree replacement would just be "icing on the cake" to this upgrading and restoration project. She informed the Commission that there is currently an irrigation system in place for the present trees. The Tulip Tree (*Liriodendron tulipifera*) currently surrounding the Southeast Community Facility, attracts scale and aphids that produce a sticky black substance. These trees will be replace with the Maidenhair (*Ginkgo biloba*) tree which is a long-lived, hardy, drought-tolerant tree not bothered by insects or disease and it is a "deep-rooter" which means it is not a "sidewalk lifter".

Chairperson Brown asked Ms. Ng when referring to the street and sidewalk being "brought up to code" did she mean ADA code or some other codes that concern the building itself. Ms. Ng explained that she meant structural, building code which does not include ADA code. She further explained that these upgrades were not required to be up to ADA code since they were not going to be made to a main entrance nor thoroughfare.

Commissioner Garlington asked who maintains these trees. Ms. Ng explained that during the contract period (120 days after accepting the planting) the City does, then its up to the Property owner. Dr. Moses asked that since the City is the Property owner (administered by the Commission), does the City have plans to further maintain these trees. To which Ms. Ng. answered that since Decorative Plant Service is currently maintaining the present trees and are aware of the pending project, perhaps they will continue to maintain them. Chairperson Brown said that Decorative Plant Service, currently a tenant of the Commission, is under no obligation to continue to supply this service.

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The concern of the of Commission is that the Commission itself does not have the resources to continue to maintain these trees. Ms. Ng further suggested that perhaps "Mel Baker's group, BSES (Bureau of Street and Environmental Services could lend a hand, but reiterated that maintenance would be minimal due to the inplace irrigation system (which is 90% of maintenance).

Regarding the questions of vandalism, Ms. Ng answered that the City would only replace the trees during the 120-day contract period; and that as much as they would like to, the City is not currently planning to replace the trees on Phelps St. unless the construction upgrades affected that area. Also the "deadline" for accepting this offer should probably be in the next week or two.

Answering a question from the audience, Ms. Ng stated that similar to the Tree Planting Project for the Mission Police Station, neighborhood school children could be included in the planting and maintenance of the Oakdale Tree Project.

After expressing appreciation for the previous presentation, the Commission entertained the next presentation by CCSF Chancellor Del Anderson on the Proposed Culinary Arts Program and her vision for the Southeast CCSF campus.

Culinary Arts Program: After a brief introduction of the CCSF staff attending for purposes of answering any questions, Chancellor Anderson introduced Dean Bernice Brown of the Southeast CCSF Campus. Dean Brown, after introducing several of the Southeast Campus staff also attending, referred to a number of courses and programs offered at the Southeast Campus, some of which make it truly unique to the City College system and responsive to the needs of the community.

The Southeast campus: is second only the Phelan (main) campus in offering six courses in Child Development (up from three); offers an Administration of Justice class, requested by community; is the only campus to offer Hotel Front Desk Mgmt./Reservationist (focusing on immediate employment rather than full Hotel Mgmt. Program); offers more than 30 accredited classes including classes leading towards the A.A. degree (including Biology even with only limited facilities at campus) along with several self-improvement type classes life yoga; is the only campus within the CCSF system to offer two foundation English classes in one semester (9 wk. Classes instead of 17 wk. in one semester); provides counselors from EDD (Employment and Veterans counseling) two days per week for anyone in the community as well as students; is the only Community College campus in the state that offers Hazardous Waste Management and Training Program; and the Lead Abatement Program, a certificate program training primarily for the community requiring a space dedicated for this purpose and using trained personnel in the district.

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Dean Brown, who feels quite proud that Southeast CCSF campus has been responding to community needs and to the educational needs existing within the southeast sector, then introduced Hope Hayes, Chairperson of the Southeast Education Advisory Committee.

Ms. Hayes stated that the Advisory Committee feels many needs of the Southeast Community are met through classes, programs and resources provided at the Southeast Campus such as the campus library. However, two areas where we "fall behind" as a community campus are technology and disseminating information to the Community.

As a status update to the proposed Culinary Arts Program, Chancellor Anderson stated that there is currently \$278,000 in a secured account on deposit in the CCSF treasury available to this campus from the State for the implementation of a program. After a question about the original sum of \$338,000 to be allocated for this program, CCSF-CAO Peter Goldstein explained that \$60,000 of the original sum was never sent from Sacramento because it can only be transferred upon request for reimbursement of monies spent (this \$60,000 may have been tied to a deadline date which may have expired, but he was going to check into it).

Mr. Goldstein explained that originally a total sum of \$376,000 was agreed upon to be spent for the start-up of this project. The \$376,000 was divided between the \$338,000 State funds (further divided as delineated above) and a \$38,000 (10%) local match. Although it was never really made clear just who was to come up with this match, none of the \$38,000 local monies even materialized. Mr. Goldstein further explained that at the time these funds were first made available (1993) DPW's Bureau of Architecture estimated the cost of constructing an appropriate structure to house such a Program was \$770,000.

Chairperson Brown explained to Chancellor Anderson that this Commission has a concern regarding this project that stems from a situation that existed from the previous Chancellor's tenure. During that time several promises were made to this community by Chancellor Dobell in terms of the Culinary Program, the money, figures, etc. Several commitments were made and pending dates were also promised and nothing has come to flourish.

Chancellor Anderson stated she was glad to have this opportunity to have attending with her the people who can bring some resolution to or answer some of the concerns the Commission, but that she could not take responsibility for what has gone on before. She also stated that they intend to deal in an open manner and to be forthcoming with any information on this Project to the Commission. Chancellor Anderson then said that the Administration and the Campus Advisory Committee have been looking at this Culinary Arts proposal and other proposals.

SECF COMMISSION

January 11, 1996

It was her understanding that it is possible under the law that these funds could be used for other programs as well. As things stand, with the 1993 estimated cost of the Culinary Program at almost \$800,000 (\$770,000), it being 1996 the projected cost would almost surely be more expensive. Chancellor Anderson also said that she feels it would be difficult to justify the expenditure of public funds for another Culinary Arts Program through the City College system when the three existing culinary courses currently being offered are not fully enrolled and are operating at a deficit. What she would like to do at this time is open up the discussion for options for other programs that best service the community as discussed by the Education Advisory Committee and deferred the microphone to Dean Brown.

Chairperson Brown informed Chancellor Anderson that this Commission has not entertained that as an alternative. To clarify: this Commission has not accepted any recommendations nor have they entertained the thought of channeling the money in any direction other than the Culinary Program. In answer to Chancellor's Anderson question as to whether the Commission would be willing to listen to what the Advisory Committee has been discussing, Chairperson Brown said the Commission would be willing to listen but they would also like to at that time share with them some of the history and why the Culinary Program was suggested and what it means to this community. Chancellor Anderson agreed that at that time there could be discussion along those lines because she would also like to hear that as well, and turned the mike over to Dean Brown.

Dean Brown explained that in August of 1990 the Advisory Committee send out some 7,000 surveys to the Southeast Sector Community and some 1,083 were returned. The survey was an attempt to determine what kinds of educational programs the community wanted (copies of the survey are available through Dean Brown's office). The survey was tabulated and a narrative of the analysis was done. There were no requests for a culinary program.

The Advisory Committee (who also represents the Southeast Community as well as this Commission) has not abandoned the idea of offering the Culinary Program, but they have suggested that some priorities be set particularly in terms of employability of the people that we try to provide educational service to.

In answer to Commissioner Knox's question as to how there came to be monies allocated for the Culinary Project in the first place, Dean Brown answered: When this facility was built as a mitigation facility there was a request and desire from advocates in the community to establish a culinary program as part of the education program. In the normal process of the Community College making application for funds for capital outlay . . . a portion of those funds were considered to be set aside or to be made available for establishing a culinary program. That was evidently an unwritten but mutual agreement on the part of the Commission and the Community College.

SECF COMMISSION

January 11, 1996

However, from the inception of the building's operation there were several questions raised about the infrastructure in this facility to accommodate a kitchen and culinary program. Subsequently it led to the architects look at the designated space and making a determination as to whether or not and what would be the cost to prepare the space for a culinary program. The estimates have ranged from \$700,000 to \$800,000. The monies that were allocated for furniture and equipment in the amount of \$338,000 exceeded the available dollars that the district had to provide the plumbing, wiring, etc. For that space. Therefore, the City who owns this building, has not indicated they have the resources to provide plumbing, wiring, etc. to make the installation of a kitchen for a culinary program a reality.

Chairperson Brown interjected that she believed the source of the monies came from a special bill presented by Senator Quentin Kopp. Dean Brown explained that the State of California makes funding available for Community Colleges under its capital outlay funding process and by law, monies are designated for use in 'Community College-owned facilities'. Senator Kopp's bill was authored to allow Southeast and other colleges to use the money for a 'leased facility' and that is the terms of his bill. Dean Brown added that she had another letter from Senator Kopp in February of 1991 saying "As you may know, I have requested from the Dept. Of Education and the Legislative Analyst to approve a reallocation of those monies for Vocation Nursing Training in accordance with a request from the Chancellor of CCSF. I was informed that the community believes such money would be better spent for training in vocational nursing rather than a so-called Culinary Program." Chairperson Brown explained that "this letter was received after Chancellor Dobell met with the Commission and Mayor Agnos and committed to send a letter in support of a Culinary Program and that's the letter we got back." The Commission never heard about the Nursing Program or knew that that's the direction he was going in until we got this letter, nor did he copy us on it.

Dean Brown stated that for clarification: Two years ago we were asked to talk about a Culinary Program and we were given information about creating the necessary structure within the building in order to accommodate the program. The discussion has always been when are you going to do a program but who is going to pay the other costs to do it. There has been nothing forthcoming from the College District indicating that the College had the resources to equip a building which it does not own and that the City is not prepared structurally to alter the building to accommodate a Culinary Program. Therefore, no decision has been made and the money sits in the bank. We are now trying to get community support for taking the money out and using it for something that will benefit the community. If there were some expressed interest from the community for a Culinary Program, CCSF currently runs three such programs: one in Chinatown, one Downtown, and one out of the Phelan campus. Since we work on an Average Daily Attendance basis and we spend \$700,000 to get a program up and running, then we would not be able to sustain it. And although the survey was taken more than five years ago, we have been adding classes in response to community needs.

SECF COMMISSION

January 11, 1996

Because this has been a burning issue with the Commission, Dean Brown has attempted to find out what kind of alternatives there are. Some may know that Meal on Wheels has recently purchased a facility on Fairfax Street (about four blocks away) and they have installed a state-of-the-art kitchen, better than anything the college to offer. They would be interested in working with the college to allow us to lease that facility and offer a culinary program in the community. If that were to happen it would not necessitate the construction required to retrofit this building, but would allow us to meet the needs if there were a demand; the advantage being that if there was not any one interested the program there would not be the major investment on our part, but the facility would remain in use.

Chairperson Brown stated that a meeting would be arranged as per Chancellor Anderson, thanked Dean Brown for her research and expressed disappointment that there were so many commitments from the previous Chancellor "without any desire or intention of ever fulfilling even one of the them; and it was held as a carrot to the people here often."

Dean Brown asked : "As the Commission considers the request from the College and considers the Community's desire for a program, what would be the reaction to having a program that is not offered at this facility, but is offered in this Community?"

At this time several members of the audience expressed personal opinions and reflections on the on-going Culinary Arts Program, and their perceptions of the Southeast Sector Community's past and present needs.

Chairperson Brown requested Dr. Moses and Dean Brown set up the meeting as per Chancellor Anderson and all interested parties notified of the details. She also expressed "the hope that within the next few weeks the whole issue is brought to closure and that we are in a direction that is helpful and healthy to the people of this Community and will reach out to people in other parts of San Francisco." Chairperson Brown then thanked all those in attendance for their contribution to this presentation, especially Chancellor Anderson.

III. Approval of Minutes: After some review and a brief discussion for clarification, the following motions were made. Copies of approved minutes will be distributed before the next Commission meeting.

Action: Commissioner Blanchard moved and Commissioner Knox seconded that the minutes for November 9 (with minor changes) and 22, and December 14 be approved. Motion passed.

Action: Commissioner Galante moved and Commissioner Blanchard seconded that the minutes for December 20 be approved with minor changes. Motion passed.

SECF COMMISSION

January 11, 1996

VII. Old Business: Update from Real Estate Dept. - Leases

Mr. Dunn, from the Real Estate Dept. Reported that the City Attorney seemed to have reached agreement on the indemnity issue and just this afternoon approved and delivered to the revisions to CCSF.

Regarding the lease with the Easter Seal group: a draft lease will be sent to them for their input and a copy of the draft lease will be provided to the Commission through staff; also the ADA survey has been received.

Project Read made their presentation and their request was submitted to City College.

Letter to Concord Missionary Baptist Church is in draft stage and needs to go to the City Attorney for approval. In answer to Chairperson Brown's questions whether or not Concord sent a letter or check in good faith, Mr. Dunn answered that he did not know, but did not think so.

Mr. Dunn explained that the lease process is a lengthy one as it involves going through the City Attorney's office and anything that can be done to speed up the process is being done. Commissioner Galante expressed appreciation for all of Mr. Dunn's efforts.

IV./VI. Communications and Executive Director's Report:

As directed letters have gone out to all tenants requesting their annual budget with description of their services, etc. Since the letters were just sent out this week, we have not yet received any responses, but will give them until the February to respond.

A budget request for \$660,664 was submitted for the Southeast Community Facility. The reason the request is so high compared to last year is the capital improvement line item for repairs to the facility roof particularly the skylight. When the time comes for the budget review meeting, the Commissioners will be notified.

The budget request for the E.P. Mills facility is \$125,934. This figure includes all tenant facilities besides the Southeast facility.

A new/additional Event Monitor has been brought aboard to assist Curtis Warren with these responsibilities: Michael Brown.

SECF COMMISSION

January 11, 1996

Action: Commissioner Galante moved and Commissioner Blanchard seconded to accept the Executive Director's report. Motion passed unanimously.

IX. Public Comment: Alex Pitcher has been sick, but is home recovering. Well wishes in cards thoughts, and prayers are appreciated, but please limit phone calls and visits. A card on behalf of the Commission will be sent to express our get well wishes.

X. Adjournment: The Southeast Community Facility Commission meeting adjourned at 8:30 p.m. The next scheduled meeting is Thursday, February 8, 1996.

Motion: Commissioner Blanchard moved and Commissioner Knox seconded to adjourn. Motion passed.

Respectfully submitted,

Katherine A. Pasconcillo
SECF Commission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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JAN 23 1996

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Willie L. Brown
Mayor

Toyce Moses
Executive Director

Barbrie Brown
President

Ther Blanchard
Thomas Galante
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24/96

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY, JANUARY 24, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: January 11, 1996
- IV. Communications
- V. Report: Toyce Moses, Exec. Dir., SECF Commission
- VI. Old Business:
- VII. New Business
- VIII. Public Comment
- IX. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Feb. 8, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

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2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at 24th & Mission Streets. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO
MINUTES

Willie L. Brown
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

WEDNESDAY, JANUARY 24, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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MAR 22 1996

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CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Brown, President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown, President
Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Linda Richardson

Excused: Commissioner Rogelio Lepana

Staff Present: Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: Frank Dawson, SBCDC; Clemon Youngblood, SBCDC; George Mix, Jr., SBCDC.

III. APPROVAL OF MINUTES: After some review and a brief discussion for clarification, the following motion were made. Copies of approved minutes will be distributed before the next Commission meeting.

Action: Commissioner Knox moved and Commissioner Blanchard seconded that the minutes for January 11, 1996 be approved. Motion passed.

SECF COMMISSION

January 24, 1996

IV. COMMUNICATIONS & EXECUTIVE REPORT:

The SECFC Executive Director, Dr. Toye Moses informed the Commission of the letter from the Real Estate Dept. to Rev. McCall at Concord Missionary Baptist Church expressing the terms and conditions of the Commission's allowance for a two month extension for use of the E.P. Mills facility. The letter is presented in the form of an agreement to be signed by a representative of Concord Church.

During discussion of this item, Commissioner Knox questioned Line 3) Wherein the letter/lease agreement states: "Rent: \$100 per month retroactive to January 1, 1996. Beginning March 1, 1996, the Concord Missionary Baptist Church shall pay \$241 per month." The Executive Director clarified that although the Letter/Agreement quotes rental fees beginning March, Concord Missionary Baptist Church assures the Commission that they (Concord) will be using their own building effective March 1, 1996.

Also included as Communications for this meeting: A news release from the San Francisco Housing Development Corp. provided for the information and expression of appreciation to the Commission for their support on the SFHDC/BRIDGE Senior Housing Project where \$4.4 million was awarded.

We are progressing on Whitney Young Community Center (ADA requirement upgrades), we are in the process of finalizing the housing situation there. A walk through is planned with the architect and the contractor and once everything is in place we will be able to sign off.

Last week I took a site visit with the two remaining commissioners that have not been, Commissioner Blanchard and Commissioner Knox.

We are still working with the College (CCSF/Southeast Campus) to set up a meeting between the Commissioners, the Chancellor's office and the College to review historical notes, etc. regarding the Culinary Arts Program proposal and come to some kind of decision as to how the funds set aside for this program will be spent. In the meantime, the SECF staff will work on pulling together information on the Program and distributing it to the Commissioners to update them on this subject.

Action: Commissioner Galante moved and Commissioner Blanchard seconded to accept the Executive Director's report. Motion passed unanimously.

SECF COMMISSION

January 24, 1996

VII. Old Business: Update from Real Estate Dept. - Leases

Mr. Dunn, from the Real Estate Dept. will not be attending today's Commission meetings, but asked the Executive Director to inform the Commission that he is still working on the College Lease.

Chairperson Brown reiterated the need to make a decision on the Tree Planting Project. Executive Director Moses said that he talked with Ed Rathburn of the Decorative Plant Service who said they (Decorative Plant Service) are currently caring for all the landscape on the Commission's Southeast site and as long as they have a lease contract, they would have no problem continuing. Based on this information, Dr. Moses suggested that the Commission endorse the Oakdale Avenue Tree Planting Project and let the staff work out the maintenance details with Decorative Plant Service.

Action: Commissioner Galante moved and Commissioner Knox seconded that the SECF Commission endorses the Oakdale Avenue Tree Planting Project with the proviso that the Decorative Plant Service maintain the new trees. Motion passed.

Regarding the proposed meeting on the Culinary Arts Program: Chairperson Brown directed the staff to pull together history/background information for distribution to the Commissioners to receive by this time next week. Ms. Brown also expressed the desire to devote the majority of the next Commission meeting to the Culinary Arts Program discussion.

VIII. Public Comment:

Frank Dawson, SBCDC commented that the "trees-down, sidewalk-up" condition at the Whitney Young site presents a hazardous situation for the community children and residents. Ms. Brown directed the staff to contact DPW by way of a letter from the Commission expressing their concern for the unsafe conditions and ask for immediate attention to this matter.

X. Adjournment:

The Southeast Community Facility Commission meeting adjourned at 6:45 p.m. The next scheduled meeting is Thursday, February 8, 1996.

Respectfully submitted,

Katherine A. Pasconiallo
SECF Commission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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FEB 05 1996

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llie L. Brown
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NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

THURSDAY, FEBRUARY 8, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: January 24, 1996
- IV. Communications
- V. Report - Toye Moses, Exec. Dir., SECF Commission:

Discussion: Proposed Southeast Community College Culinary Program

- VI. Old Business - Update from Real Estate Dept. -

- Easter Seal Lease Discussion
- Concord Missionary Baptist Church

- VII. New Business

- VIII. Public Comment

- IX. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., Feb. 28, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

llie L. Brown
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President

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THURSDAY, FEBRUARY 8, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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APR 24 1996

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CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice-President, on this date, commencing at 6:07 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown, President
Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present: Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: Diane Oertel, SBCDC; George Mix, Jr., SBCDC.

Commission President Bobbrie Brown, took over presiding of the meeting at 6:15 p.m.

III. APPROVAL OF MINUTES:

After review and a brief discussion for clarification, the following motion was made. Copies of approved minutes will be distributed before the next Commission meeting.

SECF COMMISSION

February 8, 1996

Action: Commissioner Blanchard moved and Commissioner Galante seconded that the minutes for January 24, 1996 be approved. Motion passed.

IV. COMMUNICATIONS:

The SECFC Executive Director, Dr. Toye Moses reported that information packets containing the following materials were sent out to the Commissioners in order to facilitate discussion and voting at this meeting.

- Agenda for Thursday, February 8, 1996 Commission Meeting;
- Agenda for Wednesday, February 7, 1996 Housing, Health & Public Safety subcommittee Meeting;
- Set of approved minutes of January 11, 1996 Commission Meeting;
- Attachments A,B, and C, information on the Proposed Culinary Arts program (as requested at last Commission meeting); and
- Attachment D, draft copy of the Easter Seal Lease (please review before the Commission Meeting so a vote can be taken);

Dr. Moses also reported that the Commission received/sent the following correspondence since the last Commission meeting:

- a letter to Bonnie Ng at DPW expressing the Commission's endorsement of the Oakdale Avenue Tree Planting project;
- a memo from Neil Friedman, MOCD (Mayor's Office of Community Development) to provide a brief overview of city-owned facilities (under the purview of this Commission) for which the MOCD has overview;
- a sample rent deposit detailing rent receipts from tenants of the SECF;
- a notice from the Registrar of Voters announcing poll workers positions during the upcoming general election;
- a check to cover rent for the months of January and February attached to a signed copy of the letter of rental agreement was received from Concord Missionary Baptist Church.

SECF COMMISSION

February 8, 1996

V. EXECUTIVE REPORT:

Dr. Moses met this past week with Todd Cockburn, Deputy Director/City Engineer for DPW regarding the 1996-97 SECF/EP Mills budget. During his meeting with the Acting Director of DPW, Ann Branston regarding this same budget, it was suggested that the additional \$100,000 put into the budget for ADA upgrades to the SECF be deleted from SECF's budget and put into DPW's capital improvement budget.

Next week Dr. Moses will be meeting with the CAO, William Lee, who will also review our budget. The budget review process will then be to go to the Mayor's Office, then the Board of Supervisors, then to the CAC (Citizen's Advisory Committee) where Dr. Moses would like some Commission support.

Dr. Moses also met with Neil Friedman, MOCD and Dennis Yee, EOC to discuss repairs, changes, and improvements needed at #1 Cashmere (Sojourner Truth), #200 Cashmere (MLK).

Dr. Moses conducted a walk-thru with John Harris - the construction coordinator from the MOCD, Charlie Dunn of the Real Estate Dept. and the construction contractor, regarding the construction activity at E.P. Mills facility. Before signing-off on the project and accepting the job on the building a few construction items will have to be taken care of (i.e. handicap access). This process should be completed in about two weeks.

The Executive Director also met with a representative of the manufacturer/installer of the skylight roof on the SECF. Mr. Charles Kennedy of Kalwall Skyroof said that he thought it was about time he checked on the roof since its installation eight (8) years ago. After a walk-thru on the roof, Mr. Kennedy explained that the reason the roof leaks was due to cracks in the molding. To rectify the problem, Mr. Kennedy said that his company would provide two estimates to the Commission for consideration: 1) resealing of the existing roof molding, and 2) replacement of entire skyroof.

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Executive Director's Report. Motion passed.

Discussion on Culinary Arts Program:

After confirming that all Commissioners have read the distributed material on the background of the Culinary Program and some discussion, Chairperson Brown wanted to be sure that the Commission was on "one accord" as far as what was being presented to CCSF/Advisory Committee and the Chancellor's Office.

SECF COMMISSION

February 8, 1996

As far as what's being presented from CCSF/Southeast Campus it seems that Supervisor Kopp refers to the project in one letter specifically as the Culinary Program and in another he refers to purchasing furniture and equipment for the facility. The CCSF proposal asks the Commission to compromise and redirect the monies towards using the Meals on Wheels kitchen facility to train students in the CCSF program.

Commissioner Galante's comment was that the Commission's main responsibility is to find out how to acquire this money and to use this money for the investor's use of the building. Even if this (existing) money was used for a Culinary Program it seems this will not be enough to fund a whole program. As per Dean Brown, the survey indicated that the Community was not asking for a Culinary Program right now. Therefore, it seems the CCSF is not interested in a Culinary Program, and it is on the Commission to decide should/can be done now. Commissioner Garlington explained at this point that the survey Dean Brown was referring to was to get more students at the college (because of low attendance) and establishing credit courses offered at this facility.

Commissioner Knox's comment was according to the information in the distributed packets it seems that DPW has always been at the ready to do their part to establish the Culinary Program, now it's just up to CCSF and the Commission. It seems that CCSF has always gone along with the plan for a Culinary program until in order to get the funds released and now they want to change what to do with the money (at the same time offering the Commission something else, not what they thought they were getting, but something else.)

Action: Commission Knox moved and Commissioner Garlington seconded that the SECF Commission directs the Executive Director to go ahead with scheduling a meeting with the CCSF/Southeast Campus and the Chancellor's office regarding the establishment of a Culinary Program at the Southeast CCSF campus. The Commission's position about the Culinary Program has not changed and expects the Community College's cooperation in complying with the request to plan and implement a Culinary Program. Motion passed unanimously.

Commissioner Richardson commented that there should be a "fall-back" (alternative back-up) plan if the College says they can not/will not justify another Culinary Program. Chairperson Brown says that if this is the case, then the Commission should expect "the refusal in writing", then we can go from there.

SECF COMMISSION

February 8, 1996

For points of clarification, Mr. Dunn's understanding of the CCSF/Southeast Campus's proposal (as explained to him) was:

- CCSF would for a nominal fee take over the Meals on Wheels facility/site for purposes of training and run a Culinary Program more cheaply than they would be able to do at the Southeast Campus site.
- The City has not committed to putting up any money, they do not have the funds to do this.
- The appropriation of funds is in CCSF's name and would require legislation to transfer funds for any use.

V.a. Subcommittee Report: Housing, Health & Public Safety, Commissioner Blanchard, Chair -

The Chairperson's report in terms of goals is to:

- set-up subcommittee meetings on a as-needed basis;
- define, establish and implement a community outreach data-base system (mailing list);
- define, establish and implement a system for collecting community input;
- identify and prioritize issues relating to housing, health and public safety. To that end the subcommittee divided up these three issues between the subcommittee commissioners: Public Safety to Blanchard, Health to Knox and Housing to Brown;
- invite guest speakers to regular Commission meeting and publicizing in the community to assist in developing community input and disseminating public information (coordinate and consolidate efforts with other community groups).

Action: Commissioner Garlington moved and Commissioner Richardson seconded to accept the Housing, Health, and Public Safety Subcommittee Report. Motion passed.

After some discussion about this being a new City administration and the very particular concerns of this community about the issue of public safety, the Commission passed the following motion:

Action: Commissioner Richardson moved and Commissioner Knox seconded that the Commission direct the staff to contact newly appointed Police Chief Fred Lau, invite him to one of the next regular Commission meetings and publicize it to the Southeast Community. Motion passed.

SECF COMMISSION

February 8, 1996

VII. Old Business - Update from Real Estate Dept./Charlie Dunn:

The Easter Seal Collaboratory Group approved their copy of the lease and it was sent to the City Attorney's office today.

A check for two months "rent" (\$100/mo. For January and February) has been received with a signed copy of the lease agreement letter which provides for Concord Missionary Baptist to use the auditorium area at E.P. Mills on a month-to-month basis at a rent charge of \$100/mo. for the first two months of 1996 and a rent charge of \$241/mo. for every month after that not to exceed August 1996. Hopefully they will be able to stick to their intentions of being out of the facility by the end of February.

Action: Commissioner Galante moved and Commissioner Garlington seconded that the Easter Seal Collaboratory Group lease be approved and endorsed. Motion passed.

Note: as per request to the Real Estate Dept. a tentative timeline for new or renewed leases is being distributed to the Commission.

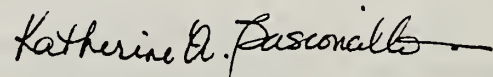
VIII. New Business: There was no New Business for this meeting.

IX. Public Comment: No public comments were made at this meeting.

X. Adjournment:

The Southeast Community Facility Commission meeting adjourned at 7:05 p.m. The next scheduled meeting is Wednesday, February 28, 1996.

Respectfully submitted,



SECF Comission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

Toye Moses
Executive Director

WEDNESDAY FEBRUARY 28, 1996 - 6:00 P.M.

1800 Oakdale Avenue, Community Room
San Francisco, California 94124

Robbie Brown
President
Esther Blanchard
Thomas Galante
Michael Garlington
John Knox
Angelio Lepana
Linda Richardson

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*** * NO SMOKING DURING COMMISSION MEETING * ***

12

28/96

A G E N D A

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FEB 27 1996

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- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: February 8, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Old Business: Update from Real Estate Dept. - Leases
 - 1) Proposed Southeast Community College Culinary Program;
 - 2) Martin Luther King, 200 Cashmere Renovation;
 - 3) Sojourner Truth, 1 Cashmere Renovation;
 - 4) E. P. Mills Center Renovation
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Mar. 14, 1996.

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown

Mayor

Toye Moses

Executive Director

Bobbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

WEDNESDAY, FEBRUARY 28, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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APR 24 1996

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CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Brown, Vice-President, on this date, commencing at 6:08 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbie Brown, President
Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present: Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: Gloria Hampton, JMC Academy; Frank Dawson, SBCDC; Calvin Davis, community resident.

III. APPROVAL OF MINUTES:

Approval of February 8, 1996 minutes were postponed until the next Commission meeting.

IV. COMMUNICATIONS:

The SECFC Executive Director, Toye Moses reported that in the Commissioners folders they would find copies of:

- Letter to City Attorney, Louise Renne, asking for a City Attorney representative to be assigned to attend Commission meetings;
- latest SECF organization chart with the revised confidential mailing roster of Commissioners addresses and phone numbers;
- Letter from Mayor Willie Brown reiterating that the current City Charter states that any Commissioner leaving the state is required to ask permission from the Mayor's office and notify their Commission office of a phone and location where the Commissioner can be reached;
- Letter from the Community group ROSES forwarding a copy of a letter acknowledging some correspondence they received updating ROSES on the status of the San Francisco Energy Company's cogeneration plant.;
- Letter of appreciation from Bonnie Ng at DPW/Landscape acknowledging the Commission's support of the Gingko Tree Planning Project on Oakdale;
- Letter from the Commission's Ex. Dir. to San Francisco Police Chief Fred Lau inviting him to attend one of the next Commission's regular meetings.

V. Director's Report:

At the Mayor's invitation, the Exec. Director thanked all commissioners and staff that attended a seminar conducted by the City Attorney's office on Saturday, February 24, 1996 of Orientation to the Position of City Commissioner. It was a well attended and well structured overview of the laws and rules for City Commissioners focusing on conflict of interest, and the Sunshine and Brown Acts.

Construction work is going on a Sojourner Truth and at Martin Luther King Nursery School. The Commissioner's will be kept updated of progress on this project.

LaVonne Barnes, the Mayor's office community liaison, called to let me know that she will not be able to make today's Commission meeting, but to expect her at future meetings representing the Mayor's office.

Reminder: The annual Youth Celebration Day with the theme of "Stop the Violence" will be held again this year on June 8, 1996 at Martin Luther King Swimming Pool on Third and Carroll. We already have the Mayor's support, now we need approval and participation of the Commissioners.

SECF COMMISSION

February 28, 1996

Action: Commissioner Garlington moved and Commissioner Richardson seconded that the SECF Executive Director's Report be accepted. Motion passed.

Comment from Commissioner Blanchard explaining that ROSES forwarded their correspondence to the Commission's subcommittee on Housing, Health & Public Safety because the ROSES group is a non-political group and could not take a stand on any issues.

Chairperson Brown replaced herself on the Housing, Health & Public Safety Subcommittee with Commissioner Linda Richardson.

Clarification on Mayor's letter regarding Commissioner's out-of-town status: the SECF Commissioners will submit their travel information (including how long and where they can be reached) to SECF Commission Secretary, who will then forward the information to the Mayor's office with a form letter from the Commission Office. This request will then go before the Board of Supervisors. Although this policy will officially lapse June 30, 1996, Mayor Brown asks that the practice continue at least through his office.

Regarding information obtained at the Commissioner's Orientation seminar: Financial Statements should be filed annually by each Commissioner. SECF staff will obtain blank forms through the Ethics Commission and distribute to the SECF Commissioners for submission by April 1.

VI. Old Business:

The Easter Seal lease, approved at the last Commission meeting, is in place and the tenants are occupying their space at E. P. Mills.

We are waiting for the Concord Missionary Baptist Church to get back to us with their legal corporate title; we will then take it to the City Attorney and go from there.

The draft lease for Joshua Marie Cameron Academy was approved by the City Attorney and will be delivered to JMCA for review by February 29. The lease will then need to come before the Commission for approval.

SECF COMMISSION

February 28, 1996

Regarding CCSF/Southeast - Culinary program: staff and Real Estate Dept. are still working on ADA requirements and will keep Commission informed. As far as the meeting between all interested parties (the Chancellor's office, the CCSF/Southeast campus and the Citizen's Educational Advisory Committee) the Chancellor's office suggested the two dates of Tuesday, March 4 or Thursday, March 7; however, only the March 7 date gives staff enough time to adequately publicize for an open meeting. Chairperson Brown suggested devoting another regular Commission meeting for discussion on the Culinary Program. Staff was directed to see if all parties are available either Thursday, March 14 or Wednesday, March 27 and set up said meeting accordingly.

Construction at Martin Luther King Child Care and Sojourner Truth is in progress. The architect was surveying on site last week and will develop a plan for the renovation. The renovation at E.P. Mills is completed; however, we received a call from the new Easter Seal tenants that their brand new roof is leaking. Since the roof is still under warranty, the roofers will be called to repair the leaks.

VII. New Business: There was no new business for this meeting.

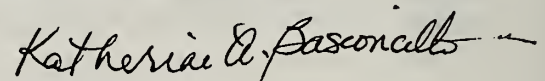
VIII Public Comment: No public comments were made at this meeting.

IX. Adjournment:

Action: Commissioner Garlington moved and Commissioner Knox seconded to adjourn the meeting. Motion passed.

The Southeast Community Facility Commission meeting adjourned at 6:45 p.m. The next scheduled meeting is Thursday, March 14, 1996.

Respectfully submitted,



SECF Commission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor

Toye Moses
Executive Director

Robbie Brown
President

Esther Blanchard
Thomas Galante
Chel Garlington
John Knox
Angelio Lepana
Linda Richardson

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION DOCUMENTS DEPT.

THURSDAY, MARCH 14, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

MAR 11 1996

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NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * **NO SMOKING DURING COMMISSION MEETING** * *

5F
72

A G E N D A

- 14/96
- I. Call to Order
 - II. Roll Call
 - III. Approval of Minutes: February 8, 1996 and February 28, 1996
 - IV. Communications
 - V. Director's Report: Toye Moses, Executive Director, SECF Commission
 - VI. Old Business: Update on Tenant Leases/Charlie Dunn, Real Estate Dept.
 - a) Concord Missionary Baptist Church
 - b) Joshua Marie Cameron Academy
 - c) CCSF/Southeast Campus
 - VIII. New Business
 - IX. Public Comment
 - X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Weds., March 27,
1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

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Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

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3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at 24th & Mission Streets. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown

Mayor

Toye Moses

Executive Director

THURSDAY, MARCH 14, 1996

6:00 P.M.

1800 Oakdale Avenue

San Francisco, California 94124

DOCUMENTS DEPT.

APR 24 1996

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Bobbrie Brown

President

Esther Blanchard

Thomas Galante

Ethel Garlington

John Knox

Rogelio Lepana

Linda Richardson

CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice-President, on this date, commencing at 6:11 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown, President
Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present: Charlie Dunn, Real Estate Dept.; Toye Moses, Exec. Dir., SECF Commission;
Kathy Basconcillo, Sec., SECF Commission.

Guests Present: LaVonne Barnes, Mayor's Office Community Liaison; Diane Oertel, SBCDC;
George Mix, SBCDC; Shirley Jones, Concord Missionary Baptist Church;
Via Edward's, From the Heart Meal Service; Sululagi Palega, SCDC.

III. APPROVAL OF MINUTES:

After a brief review of the minutes for February 8 and 28:

Action: Commissioner Richardson moved and Commissioner Lepana seconded that the minutes from February 8 and February 28 Southeast Community Facility Commission Meetings be accepted. Motion passed.

SECF COMMISSION

March 14, 1996

IV. COMMUNICATIONS:

The SECFC Executive Director, Toye Moses reported that in the Commissioners folders they would find copies of:

- Announcement inviting the public to the next (April 11) Commission meeting where the new Chief of Police Fred Lau will discuss public safety in the Bayview-Hunter's Point and introduce the Asst. Chief of Police, Earl Sanders and the new Potrero Station Capt., Sylvia Harper;
- Latest calendar of events for both E. P. Mills Center and the Southeast Community Facility;
- Updated list of the San Francisco Board of Supervisors, phone no., Admin. Assts. And Legislative aides;
- Memo (plus back-up information) for transfer of funds (\$15,000) to cover Property Management costs from the Real Estate Dept.

V. DIRECTOR'S REPORT:

- Concord Missionary Baptist Church is still using the auditorium facility at E.P.Mills and since it is now March, they are paying the revised market rate of \$241.00/mo. rent. Although every effort is being made to move into the new building, the current contract states they may use this facility through the end of August, 1996 at this current mo./rent.
- As a budget update, last week I met with the Clean Water Program CAC's Finance Committee and the whole DPW budget is now with the Mayor's/CAO office for approval and then will go to the Board of Supervisors. The Commission will be kept current on the status of the budget.
- A \$9,000 grant from the Mayor's Office of Community Development (MOCD) was made available to fix the fence at Sojourner Truth which is in progress.
- Incident in Community Room: It was reported that there was no Event Monitor at event (fundraising dance with alcohol) scheduled for Friday, March 8. It was discovered Saturday morning, March 9, when the custodian came to clean-up and set-up for Saturday's event that the doors had not been chained and the alarm had not been turned on. Sonitrol (the alarm company) also called to report the alarm had not been turned on.

SECF COMMISSION

March 14, 1996

The custodian for the event in question, Curtis Warren came to report to the Commission: Although there was not any damage, his main concern was that there was no security from the time immediately after the event until he arrived in the morning to do clean-up. The doors had not been chained and the alarm was not set, therefore any of the outside doors could have been opened or broken into without alerting security. Although there was not any damage to the facility or property, there was extensive debris and littering throughout the facility and parking area. When I inquired where/who the monitor was, I was informed that Yvonne (a sister of Sulu Palega) was monitoring.

The Event Monitors scheduled for the event were Sulu and Liz Palega. The list of Event Monitors is: Sulu and Liz Palega, Michael Brown and Curtis Warren. It seems that this combination of Event Monitors and Custodian is not working harmoniously and is being reported to the Commission in an effort to rectify this situation.

After discussion and a brief question and answer period, it was decided to:

Action: Commissioner Blanchard moved and Commissioner Brown seconded to direct staff to draft an appropriate letter delineating responsibilities of the Event Monitor and informing the current Event Monitoring staff that if they do not or cannot comply with these responsibilities, then they will be removed from the Event Monitoring staff. Motion passed.

It was further decided to direct the issue of Event Monitor/Custodian Crew to the Facilities Committee for further discussion.

- Regarding the Culinary Program: The Chancellor's office cannot meet with the Commission during scheduled Commission meeting (Board of Trustees meet at same time). As a suggestion to the Commission, to keep within the guidelines of the Brown and Sunshine Acts, Chairperson Brown appoint and charge two Commissioners to meet with representatives of CCSF/SE campus and the Advisory Board to discuss the Culinary Program and bring recommendations back to the Commission.

Action: Commissioner Richardson moved and Commissioner Lepana seconded accept the Executive Director's report. Motion passed.

SECF COMMISSION

March 14, 1996

VI. OLD BUSINESS: Update on Tenant Leases -

- Copies of the lease for Concord Missionary Baptist Church were distributed at last Commission meeting; suggests sending to Facilities Committee to return with a recommendation to Commission;
- Lease for Joshua Marie Cameron Academy (at E.P. Mills) was delivered February 29; received comments just today (March 14); will have staff duplicate leases for distribution to Commissioners.
- As a related side issue, the roofer will conduct a water test on the roof over the Easter Seal tenants space (at E.P. Mills) on Friday, March 15 @ 4:30 p.m. to determine the source of the roof leak.
- Regarding the CCSF/SE campus lease: the only issue holding-up the 3-yr. renewal lease for the College is whether or not to delete the "space recapture and funds transfer" clause in the lease.
- Commission Brown suggested leaving the "space recapture and funds transfer" clause in the current proposed lease.
- Commissioner Brown also asked for there to be follow-up to the City Attorney's office requesting the assignment of an attorney to attend this Commission's meetings.
- Commissioner Knox reiterated that President Brown would be appointing a committee to meet with representatives from the Chancellor's office, CCSF/SE campus and the Advisory Board regarding setting-up a Culinary Program at the Southeast Campus site using the money that has been allocated for that purpose.

VII. NEW BUSINESS:

- Introduction of LaVonne Barnes as the Mayor's Office Community Liaison (to the Southeast Sector) who can be reached at 401 Van Ness Ave., or (415) 554-6475. Ms. Barnes promised to do whatever she could to make the Bayview-Hunter's Point a better community. Drawing some similarities between this Commission and other Commissions she has had experience with, Ms. Barnes stated that many of the situations, issues and obstacles are the same whether empowering members of the community, dealing with the City Purchasing Dept., calling attention to community safety particularly Senior Citizen assistance, cleaning up vacant lots and the streets, or attempting to get the assigned representative from the City Attorney's office to come to Commission meetings.

SECF COMMISSION

March 14, 1996

Ms. Barnes stated that she will bring the specific issue to getting the assigned City Attorney representative to attend Commission meetings up to the Mayor during regular Tuesday morning staff meetings.

- Event Monitor Sulu Palega asked to address the issue of the maintenance and monitoring of the facility. Referring to past problems when the same person/persons have done both jobs, Mr. Palega wanted to remind the Commissioners of the potential for problems of overlapping. Mr. Palega also wanted to urge the Commissioners and the Real Estate Dept. to continue to offer this facility to all members of the Southeast Bay community.

VIII. PUBLIC COMMENT:

- Shirley Jones responded to Executive Director's question of the status of Concord Missionary Baptist Church moving into their new building, she stated that she did not know when they would be moving. She thought that they would have been moved by this date since they only asked for a two month extension, but she wasn't sure what the current status was. Vice President Knox informed the group that the Concord Lease would be referred to the Facility Committee for questions and discussion and would recommend back to the full Commission.

IX. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Richardson seconded to adjourn the meeting. Motion passed.

The Southeast Community Facility Commission meeting adjourned at 7:25 p.m. The next scheduled meeting is Wednesday, March 27, 1996.

Respectfully submitted

Katherine A. Fasconillo
SECF Commission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown

Mayor

Toye Moses

Executive Director

Robbie Brown
President

Esther Blanchard

Thomas Galante

Ethel Garlington

John Knox

Rogelio Lepana

Linda Richardson

SF

72

27/96

NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY, MARCH 27, 1996 6:00 P.M.

1800 Oakdale Avenue, Community Room

San Francisco, California 94124

DOCUMENTS DEPT.

MAR 22 1996

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NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: March 14, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Facility Committee Report
- VII. Old Business: Update from Real Estate Dept. - Leases
 - 1) Concord Missionary Baptist Church - Action;
 - 2) Joshua Marie Cameron Academy - Action
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., April 11, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown

Mayor

Toye Moses

Executive Director

WEDNESDAY, MARCH 27, 1996

6:00 P.M.

1800 Oakdale Avenue

San Francisco, California 94124

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Bobbie Brown
President

Esther Blanchard

Thomas Galante

Ethel Garlington

John Knox

Rogelio Lepana

Linda Richardson

CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice-President, on this date, commencing at 6:10 p.m.

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#2

II.

ROLL CALL

3/27/96

Commissioners

Present: Commissioner Bobbie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present: Commissioner Esther Blanchard

Staff Present: John Cooper, City Attorney's Office; Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: George Mix, SBCDC; Frank Dawson, SBCDC; Hope Hayes, CCSF/SE Advisory Board.

III.

APPROVAL OF MINUTES:

Review and approval of March 14 was postponed until next meeting.

SECF COMMISSION

March 27, 1996

IV. COMMUNICATIONS:

The SECF Executive Director, Toye Moses reported that in the Commissioners folders they would find copies of:

- Letter dated March 22, 1996 to Mr. Sulu Palega recounting the incident of Friday, 3/8, stating: "... the Commissioners directed me to send you a warning letter with the understanding that it (the incident of an event not being monitored) will not occur again and if it does, your names will be eliminated from the designated Event Monitor list." We are still awaiting a response to the letter.
- Letter (with background information) was sent to Mayor Brown apprising him of the Southeast Community Facility Commission;
- Another sent to Mayor Brown inviting his participation at the Youth Celebration Day festivities scheduled for Saturday, June 8 at Martin Luther King Park and Swimming Pool;
- the Leases for both Concord Missionary Baptist Church and Joshua Marie Cameron Academy.

V. DIRECTOR'S REPORT:

- As a result of Commission instruction and Mayor's Office intervention, City Attorney Louise Renne has assigned Mr. John Cooper as counsel to the Southeast Community Facility Commission and he is attending his first SECF Commission meeting today.
- I also met with the Mayor's Chief of Staff, Emilio Cruz to apprise him of the Southeast Community Facility Commission and give background information on its origination so we can be working closely with him.
- The plans for the Youth Celebration Day are progressing since the group is meeting regularly.
- The Annual Budget for DPW is with the Mayor's Office and next it will go to the Board of Supervisors; you will be kept current with all pertinent information.
- Yesterday, March 26 was Primary Election Day in San Francisco and two of our facilities (lobbies at E.P. Mills and CCSF/SE campus) served as polling places from 6 a.m. and 8 p.m.

Action: Commissioner Garlington moved and Commissioner Richardson seconded to accept the Executive Director's report. Motion passed.

SECF COMMISSION

March 27, 1996

- Director Moses also reported on a "breaking and entering" incident in the facility on Monday, March 25 wherein three public telephones were taken from the lobby area of the Community Room. Campus police as well as SFPD responded. The phone company (who assumes responsibility for replacement) was notified and has scheduled replacement equipment already.

VI. FACILITY COMMITTEE REPORT:

- The Facility Committee recommends to the Southeast Community Facility Commission to approve the proposed lease with Joshua Marie Cameron Academy.
- The Facility Committee recommends to the Southeast Community Facility Commission to approve the proposed lease with Concord Missionary Baptist Church with a cover letter drafted by the Real Estate Dept. suggesting the lease not be extended beyond the August 31, 1996 date.
- The Committee also recommends to the Commission that the responsibilities of Contractual Event monitor and Event Work (Cleaning) Crew be defined as separate positions and duties. Therefore, the users of the Community Room/Auditorium will be making separate payments to the Monitor and the Cleaning Crew. Both positions of Contractual Event Monitor and Event Work (Cleaning) Crew will be assigned by the Executive Director for each event.
- Lastly, the Committee recommends that signs be purchased and posted inside, outside and throughout the facility prohibiting littering and that special garbage cans be set out during scheduled events.

Action: Commissioner Brown moved and Commissioner Galante seconded to accept the Facility Committee report. Motion passed.

VII. OLD BUSINESS:

- Regarding the lease for Concord Missionary Baptist Church and
- The lease for Joshua Marie Cameron Academy (at E.P. Mills):

Action: Commissioner Brown moved and Commissioner Garlington seconded to approve the leases for both Concord Missionary Baptist Church and Joshua Marie Cameron Academy. Motion passed.

SECF COMMISSION

March 27, 1996

- Commissioner Brown announced that a meeting has been scheduled for Thursday, April 25 at 8:00 a.m. to discuss the Culinary Program by representatives of the CCSF/SE campus, this Commission, and the Advisory Board. Commissioner Brown has consulted Mr. Alex Pitcher's opinion and comments on this subject and will set up a meeting between the Commission and Mr. Pitcher before this April 25 meeting. Mr. Pitcher will be able to explain his views to the Commission at that time.

VIII. NEW BUSINESS:

- Introduction of John Cooper assigned from the City Attorney's office, who explained that Louise Renne, herself might have been able to make this meeting had it not been the day after elections.
- Suggestion to the Commission regarding budget saving measures: Although Mr. Cooper is happy to attend the Commission meetings, the C.A.'s office does bill the Commissions for attorney's time and therefore the Commission may want to reconsider whether the assigned attorney should sit in on all Commission meetings or decide certain meetings where legal counsel is necessary. Mr. Cooper would also be available for telephone consultation whether from staff or individual Commissioners, thus assisting with budget savings.
- For the Commissioners information: A budget line item (of roughly \$7,000 annually) for services provided by the City Attorney's office has been carried over every year since it has never been expended. A work order transferring these funds to the CA's office was recently executed to provide funds for these CA (Mr. Cooper's) services.
- Regarding the filing of Form 730 by the Southeast Community Facility Commission: it is our opinion that only Commissions delineated in the Administrative Code Chapter 58 need file the Statement of Economic Interest by Monday, April 1, 1996. If other Commissions need to file, then it may be at the request of the Mayor's office and not by the April 1 deadline - so if Commissioners have filled Form 730 out, don't submit them but don't throw them out yet.
- Regarding the question of whether the same Rules/Code of Ethics apply to non-Commission members serving on Commission Committees: Whenever a quorum (of the Commission or its Committees) meets to transact official business, then the Sunshine and Brown Acts apply.

SECF COMMISSION

March 27, 1996

VIII. PUBLIC COMMENT:

- Hope Hayes, President of the CCSF/SE campus Advisory Board announced that she will try to attend the Southeast Community Facility Commission meeting at least once a month to report to the Commission on the activities of the College:
 - This week marks the 60th anniversary of City College and today at Open House a luncheon was held in honor of three very active Advisory Board/Community members: Dr. Marquis, Mrs. Garlington and Dematra Scott;
 - April 19 will be the Annual Scholarship Crab Fest to which all Commissioners, family and friends are invited;
 - There is a project to get hot food served on campus;
 - We are also working on trying to get high-end technical sciences courses offered.

IX. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Richardson seconded to adjourn the meeting. Motion passed.

The Southeast Community Facility Commission meeting adjourned at 6:55 p.m. The next scheduled meeting is Thursday, April 11, 1996.

Respectfully submitted,

Katherine A. Basconcillo
SECF Commission Secretary



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown

Mayor

Toyce Moses

Executive Director

Robbie Brown
President

Debra Blanchard

Thomas Galante

Thel Garlington

John Knox

Gregorio Lepana

Linda Richardson

NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

THURSDAY, APRIL 11, 1996 - 6:00 P.M.

1800 Oakdale Avenue, Community Room

San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

DOCUMENTS DEPT.

APR 03 1996

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- 11/96
- I. Call to Order
 - II. Roll Call
 - III. Approval of Minutes: March 14 and 28, 1996
 - IV. Presentation by Chief of Police Fred Lau
 - V. Communications
 - VI. Director's Report - Toyce Moses, Executive Director, SECF Commission
 - VII. Housing, Health & Public Safety Committee Report
 - VIII. Old Business: Update from Real Estate Dept. - Leases
 - IX. New Business
 - X. Public Comment
 - XI. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., April 24, 1996.

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

April 11, 1996

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor
Toye Moses
Executive Director

Robbie Brown
President
Cher Blanchard
Thomas Galante
Mel Garlington
Ann Knox
Angelio Lepana
Linda Richardson

SF
S72
#1
4/24/96

NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

~~WEDNESDAY~~
~~THURSDAY~~, APRIL 24, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

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* * **NO SMOKING DURING COMMISSION MEETING** * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: April 11, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Facility Committee Report
- VII. Old Business: Update from Real Estate Dept. - Leases, Charlie Dunn
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Mayor's Asst.
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thur., May 9, 1996.

SOUTHEAST COMMUNITY FACILITY COMMISSION

April 24, 1996

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor

Toye Moses
Executive Director

Robbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

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372

#1

1/9/96

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

THURSDAY, MAY 9, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

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A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: April 11, 1996 and April 24, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Old Business:
- VII. New Business: Report from the Mayor's Office, LaVonne Barnes, Mayor's Asst.
- VIII. Public Comment
- IX. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., May 22, 1996.

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown

Mayor

Toye Moses

Executive Director

Bobbie Brown
President

Esther Blanchard

Thomas Galante

Ethel Garlington

John Knox

Rogelio Lepana

Linda Richardson

THURSDAY, MAY 09, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice President, on this date, commencing at 6:08 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present: Commissioner Bobbie Brown, President

Staff Present: LaVonne Barnes, Mayor's Community Liaison; Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: Diane Oertel, SBCDC; George Mix, SBCDC.

III. APPROVAL OF MINUTES:

Action: Commissioner Garlington moved and Commissioner Galante seconded to approve the minutes of April 11 and April 24, 1996. Motion passed.

SECF COMMISSION

April 24, 1996

IV. COMMUNICATIONS:

The SECFC Executive Director, Toye Moses stated that he would like to combine the Communications report with the Executive Director's report. Before he reported however, he wanted to update the Commission on the status of Commission President Bobbrie Brown's health: She was released from Intensive Care at Kaiser, San Francisco two days ago to her own room. She is due to be released from the hospital within another couple of days, but will still need to be under medical care. She is very weak and having a difficult talking, therefore, visits as well as phone calls need to be limited. Future updates will come from her family. We will keep her in our prayers.

In the Commissioners folders will be copies of:

- Letter sent to Dean Brown regarding the missing GGM key and the need to re-key the facility for security reasons; and Dean Brown response letter in support of the re-keying.
- Letter to Deputy Director and City Engineer, Todd Cockburn requesting "emergency" measures be taken to repair the skylight (roof) in the Community Room since the Commission's Contingency Account does not have the \$48,000 to cover cost of repair.
- Letter of invitation to Michael Simmons, Executive Director of the San Francisco Housing Development Corp. to attend a Commission meeting (Mr. Simmons has accepted the invitation to attend the Wednesday, June 26 Commission meeting.) and update the Commission on the expenditure of the \$4.4 million to build senior housing in the community.
- The May schedule of events at the Southeast Community Facility and E.P. Mills.
- Copies of the letter to the tenants at E. P. Mills regarding the proposed increase in monthly rent.
- Letter from the Easter Seal Society of the Bay Area (tenant at E.P. Mills) requesting use of the space recently vacated by Concord Missionary Baptist Church. Although we have not yet received written confirmation that Concord has vacated their space, a call to them has confirmed that a letter is soon forthcoming. In response to the Easter Seal letter: at last Commission meeting, staff was directed to proceed with the same general RFQ as had been used previously for leasing space and the Easter Seal Society will be considered along with any other group interested in leasing the space vacated by Concord MB Church.

V. DIRECTOR'S REPORT:

The Executive Director reported that the following activities transpired during this reporting period:

SECF COMMISSION

April 24, 1996

1. Met with: the Chief Administrative Officer, William Lee; Alex Pitcher, DPW/Public Affairs; Anthony DeLucchi and Charlie Dunn from the Real Estate Dept. to discuss the new criteria for leasing all of our facilities.
2. Met with DPW's Capital Improvement Program representative to determine what kind of improvements/equipment are needed at the Southeast Community Facility, Martin Luther King, and Sojourner Truth.
3. We received a verbal confirmation from John Newlin, Director of Dept. of Parking & Traffic to attend the Southeast Community Facility Commission meeting on May 22, 1996.
4. We received a confirmation from Michael Simmon, Director of the San Francisco Housing Association to attend the meeting on June 26, 1996.
5. I will be meeting with a Caltrans representative to determine what could be done regarding the homeless people sleeping behind the facility/building which is next to Caltrans property.
6. There was another front glass door breakage. DPW/BBR responded to replace it. (We are currently looking into several alternatives to replacing the front glass with other types of shatter-proof or shatter-resistant materials.)
7. There was another break-in in Room 123 (Dining Room). BBR replaced the broken door. (This break-in situation has been discussed several times with SFPD Potrero Station Capt. Harper who says that they just have so many things to do that it is not always a top priority but they are working on a timely response every time they are called. They now have access (key to the gate and building), they just don't have the manpower do random checking on a regular basis.

During the discussion of the current rash of break-ins, Commissioner Blanchard suggested using flood/motion detector lights outside the building as a deterrent. Also suggested discussing with the SFPD the use of the K-9 corps, maybe during their "down-time". The director stated that we would probably have to work with the Mayor's office to resolve getting the "homeless squatters" off the property to the side and behind the facility (which is under the jurisdiction of CalTrain/the Peninsula Corridor Joint Powers Board and a portion under Southern Pacific).

SECF COMMISSION

April 24, 1996

Commissioner Garlington discussed hiring a guard during peak break-in hours and paying for that service rather than paying for all the damage incurred during the break-ins. The Director reported that he is currently working on report that pulls together the expenses incurred during the break-ins and costs involved with hiring guard as well as the cost of implementing several other security measures.

The Director concluded his report with two suggestions to the Commission: a) to (direct the staff to) invite Municipal Railway Director, Phil Adams to an upcoming Commission meeting, b) to also (direct the staff to) invite supervisor Michael Yaki to a Commission meeting.

Action: Commissioner Richardson moved and Commissioner Blanchard seconded to accept the Executive Director's report. Motion passed.

VI. REPORT FROM MAYOR'S COMMUNITY LIAISON:

The Mayor's Community Liaison, LaVonne Barnes reported:

- The establishment of "regular" office hours at least once a week (in the Commission office, Suite B, Room 4) usually on Thursdays from 2 p.m. through 8 p.m..
- Currently there are 500 summer jobs for youth through MOCD to be distributed to areas throughout the City; the Commission will be kept updated if/as more are developed.
- Trying to establish a Senior Task force in the Bayview-Hunter's Point area that will concentrate on issues related to the Seniors in the Community (involving DSS, HUD and the Housing Authority, DA's office, Dept. of Public Health, etc.)
- There is \$200 million sitting in First California Bank for acquiring HUD properties. We need to find a way to publicize this fact and encourage all non-profit agencies to apply for the use of these monies before the HUD leases (Section 8) expire.
- Clean-up Day in June: Mayor will have presence there; will investigate and report back.
- Regarding "Brown Fills" in the Community (unkempt properties that are obviously not up-to-code): reminder to file complaints about any properties so code can be enforced.

Action: Commissioner Richardson moved and Commissioner Garlington seconded to accept the Mayor's Community Liaison report. Motion passed.

SECF COMMISSION

April 24, 1996

- VII. PUBLIC COMMENT: The Executive Director of the South Bayshore Community Development Corp. offered to provide office space for the Mayor's Community (Outreach Office) Liaison and to publicize office hours.

X. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Richardson seconded to adjourn the meeting. Motion passed.

The Southeast Community Facility Commission meeting adjourned at 7:05 p.m. The next scheduled meeting is Wednesday, May 22, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY, MAY 22, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

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NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: May 9, 1996
- IV. Presentations:
 - 1) John Newlin, Director - Dept. of Parking & Traffic: "Reinforcement of Residential Parking Zones"
 - 2) Phil Adams, Director - Municipal Railway: "Crime on Muni; Light-rail to Bayview-Hunter's Point"
- V. Communications
- VI. Director's Report: Toye Moses, Executive Director, SECF Commission
- VII. Old Business: Charlie Dunn, Dept. of Real Estate: Update on Southeast Community Facility Leases
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Outreach
Report from City Attorney's Office, John Cooper
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., June 13, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE
ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT
THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

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ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

PLEASE JOIN US IN A MEETING

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

INVITES

**PHIL ADAMS
DIRECTOR OF TRANSPORTATION-
MUNICIPAL RAILWAY**

TO SPEAK ON

**CRIME & PUBLIC SAFETY ON MUNI
AND LIGHT-RAIL TO THE BAYVIEW-HUNTER'S POINT**

**WEDNESDAY, MAY 22, 1996
6:00 P.M. - 8:00 P.M.**

**SOUTHEAST COMMUNITY FACILITY
COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE
SAN FRANCISCO**

**DO NOT MISS THIS OPPORTUNITY TO HEAR
WHAT IS GOING ON IN YOUR COMMUNITY**

**INVITE YOUR FRIENDS AND
NEIGHBORS !!!**

PLEASE PARK YOUR CAR ON THE STREET. DO NOT PARK IN THE COLLEGE PARKING LOT.

FOR MORE INFORMATION, PLEASE CALL TOYE MOSES, EXECUTIVE DIRECTOR, SOUTHEAST
COMMUNITY FACILITY COMMISSION AT (415) 821-1534.

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ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

PLEASE JOIN US IN A MEETING

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

INVITES

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**JOHN NEWLIN
EXECUTIVE DIRECTOR
DEPT. OF PARKING & TRAFFIC**

TO SPEAK ON

**REINFORCEMENT OF RESIDENTIAL
PARKING ZONES**

**WEDNESDAY, MAY 22, 1996
6:00 P.M. - 8:00 P.M.**

**SOUTHEAST COMMUNITY FACILITY
COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE
SAN FRANCISCO**

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COMMUNITY FACILITY COMMISSION AT (415) 821-1534.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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5/22/96

MINUTES

WEDNESDAY, MAY 22, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice President, on this date, commencing at 6:12 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present: Commissioner Bobbrie Brown, President

Staff Present: LaVonne Barnes, Mayor's Community Liaison; Charlie Dunn, Real Estate Dept.; Toye Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECF Commission.

Guests Present: John Newlin, Ex. Dir., Dept. of Parking & Traffic; ROSES: James Sheesley, Paul Gloss, Evelyn Forde, Doris Middleton; Muni Railway: Philip Adams, Ex. Dir.; Kambiz Shadan, Louis Johnson, Angelo Figone, Sgt. R. Wallett, Muni Transit; Saint Elizabeth's SFOP: John V. Grasso, Anita Knight; Val Menotti, Pittman & Hains Assoc., Gwendolyn Westbrook, Black Leadership Forum; Vanessa Banks, BVHP Enterprise; Yolanda Williams, SFPD/BVHP/ROSES; Annie Mack, Bayview; Algernon Dedmon, Neighborhood Safety Partnership; Nevona P. Modica, Saint James Baptist Church; Estrellita Lepana, Robert Johnston, Lawrence Massey.

SECF COMMISSION

May 22, 1996

III. APPROVAL OF MINUTES:

Action: Commissioner Garlington moved and Commissioner Galante seconded to approve the minutes of May 9, 1996.

IV. PRESENTATIONS:

Mr. John Newlin, Director - Dept. of Parking & Traffic - Began his presentation with a brief overview of the Dept.:

- Enforcement Division: issues, adjudicates and processes all parking and traffic tickets (allowing people to have hearings, protest the tickets, work them off with community service).
- Operates and maintains 16 parking garages throughout the City (newest one to open next to San Francisco General available for both patients and staff).
- Sign Shop: responsible for putting up all the signage around the City;
- Paint Shop: responsible for painting the curbs and streets of the City;
- Signal Shop: does all the electrical signals; and
- Meter Shop: responsible for the maintenance and collection from the City's traffic meters;
- Traffic Engineering: design of street traffic;
- Permit Parking: area of immediate concern where abandoned/cars parked too long can be towed.

The second phase of Mr. Newlin's presentation addressed specific parking and traffic problems in answer to questions from the Commissioners and audience-members:

- Cars parked too long: are not necessarily abandoned, these may be someone's second car that doesn't get as much use as their primary car. Although we may get calls on them, many times they are just moved a little or for a little while then we get calls on them again.
- Truly abandoned cars: cars with missing body parts can be towed from a vicinity immediately.
- Double-parked cars: happens all over the City usually in commercially busy neighborhoods where delivery trucks are double parked. Since we are in a Catch-22 with merchants regarding convenient parking for their customers and their suppliers, we have a larger margin of exception for delivery trucks double-parked rather than give up customer curb parking space.
- Commissioner Garlington asked about enforcement of Red-tipped drive-ways: Enforcement for this was the responsibility of the Police Dept. until the City decided Police time was better spent in actual law enforcement and created a separate department dealing with parking issues. That's why police overlook parking infractions. But we expect to be able to spread our current force a little farther with the addition of 27 new staff and more to be hired shortly.

SECF COMMISSION

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- Commissioner Richardson raised the question: What is the percentage of cars towed between 2 and 3 p.m. in San Francisco? The reason for the questions is that there is a Perception that more cars are towed on Friday afternoons (creating a money-making venture for the City) so higher/more storage fees can be collected (There should be provisions for cars that are towed within this window so that people who want to get their car out Friday evening can have access to that). First point of clarification: money collected from the towing charges goes directly to the towing company who is a private contractor. Second point: it used to be that you had to go to the Hall of Justice or a police station (all of which are open 24-hrs. seven days a week) to obtain a release to get your car out. In order to facilitate the release of towed cars this responsibility has been transferred right to the tow company.
- Commissioner Blanchard asked about the Status of trucks on the Third Street Corridor: Status of this is a moving violation which is under the auspices of the police dept.; the DPT has no authority to stop vehicles or issue moving violations. However, if the neighborhood wanted an area restricted to certain vehicles, which is a change in traffic engineering, then DPT would do the evaluation and analysis of that project and install all applicable signage, lights, etc. It would still be up to the Police Dept. to enforce the restrictions.
- Commissioner Lepana asked: What was the reason for making the City parking meters "quarters only", when will they go back to taking dimes and nickels too? Several years ago the Board of Supervisor's decided to go to "quarters only" meters to reduce the incidents of foreign objects in the meters and broken meters. When the public reacted negatively to these "quarters only" meters then the decision to retrofit with "nickels and dimes (and debit card) also" meters was taken into consideration through attrition when meters need to be replaced and as funding allows.
- An audience member asked: What is the procedure for tagging cars parked too long or that don't move? It is the Dept. of Traffic & Parking's responsibility to tag cars that don't move (abandoned); we're not saying that we won't aggressively work with that neighborhood where the cars are abandoned (the law says that a car is abandoned if it is not moved within 3 days), but the problem comes when we're dealing with cars that people want. The law requires that the car has to be moved a block and if not, we can tow it. The cars we really want to get out of the community right away are the truly abandoned ones; those eyesores with garbage in it, body parts missing, etc.

The second cars that are not used that often, the ones they're working on, fixing-up -those are the ones they move around, the ones that are moved the one block away every week for street cleaning - there's nothing wrong with that.

SECF COMMISSION

May 22, 1996

- Another audience members inquired about: Multiple cars from one household taking up all the parking spaces in the area: Unfortunately this is a problem all over the city, and legally there is nothing we can do about that. People are entitled to have as many cars as they can keep up - registered and without tickets. Many times what happens is that with multiple cars people don't or can't keep them up; if a car's registration has lapsed more than 6 months, then we can tow it right away. One suggestion is that people in the neighborhood establish residential permit parking (50% of residents on each block must request residential permit parking -processing fee of \$21 per permit.) Then if someone has multiple cars they must have a permit for each car to park in the neighborhood. However, some of the things to take into consideration when establishing residential permit parking: are the commuters coming into the area to park to take public transit into the downtown area; are there businesses in the area whose customers or employees take over the parking, or is it just an area full of multiple cars per residence.
- Commissioner Knox then asked: Why are there mixed time restrictions in the same area, like within a block of each other, or in some instances, across the street from each other: The local community usually had the determination in these instances; some people just wanted to park longer and it was probably requested to be divided in the initial application.
- Commissioner Knox also asked about: What does the City have planned for additional parking facilities: The City hasn't ear-marked funds for a new parking facility in a long time; this has been purely a budget restraint.
- Dr. Moses asked: Is there somewhere we can call to report abandoned vehicles? What can be done about legitimately disabled vehicles? What about seeing metermaids asleep on the job? If a car is parked illegally we cannot go by notes, we have to take enforcement action on vehicles; otherwise everyone would be getting out of a fix just by leaving a note. However, written proof of attempting to fix the vehicle (sales receipt of a new battery or part, a repair from the service station) usually is evidence to allow dismissal of the ticket. Regarding the second part of this question, do we find cars on our own or just get complaints? We do both, many abandoned cars are discovered through our street cleaning program. We spoke earlier about moving cars more than one block to avoid a ticket during street cleaning, well those cars that are truly abandoned or broken down and not moved are tagged during street cleaning. Then when we come back down the next week and the same car is there, we can tow those immediately.

Regarding finding metermaids asleep in their car while on duty, we feel our employees are paid a good salary and they owe the City a full day's work. We take appropriate disciplinary action when we find people not doing their work; we do that on a regular basis. If you see any problems like that, please call it in and we will take appropriate steps to prevent that from happening.

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- Commissioner Garlington asked: Does the city ever clean the streets to take up some of that oil so you don't track it in your house? The City through the Dept. of Public Works (DPW) has the ecological vans that go out and do just that. (The commission could invite someone from the DPW to come and speak in the future.) As a matter of fact the treatment plants are so sophisticated that they actually have alarms on them that when oil is being dropped into the systems there are certain checkpoints that will trigger an alarm to notify them there are

Dir. Newlin ended this question and answer period and his presentation with the announcement that he brought along additional brochures about Dept. of Parking and Traffic and various programs they run that could be picked up after the Commission meeting. He also mentioned a Commission Liaison for the Dept. of Parking and Traffic that could be reached directly for questions, comments, etc. whether on parking or traffic engineering or enforcement.

Phil Adams, Director of Transportation, Municipal Railway:

Dir. Adams began his presentation by introducing members of his staff that accompanied him: Angelo Figone, General Supt. for Scheduling and Training, who is responsible for establishing Muni's service routes and training personnel; and Mr. Kam Shadan, Project Manager who will be discussing the Bayshore Light Rail Project.

Muni is the seventh largest Municipal Railway System in the nation; with the densest network of public transportation in the country - even more dense than mid-town Manhattan. With several different modes: cable cars, trolley coaches, single and articulated diesel buses, light rail vehicles, and historic trolleys, we represent a very eclectic collection of carriers.

We've made substantial improvements in our operations that past year enabling us to enjoy for the first time in nine years not only a proposed balance budget of \$282 million, but also small surplus.

Regarding today's topic of crime on Muni: We are experiencing an overall significant reduction in crime on Muni that we can directly attribute to two main reasons: 1) Mayor Brown has established a program with the Police Dept. that all patrol officers are required to ride Muni at least twice a day, and 2), fifty dedicated police officers assigned to Muni detail. Those two reasons allow for anywhere between 900 - 1100 police excursions daily resulting in a higher visibility of our police force discouraging "criminal activity" on Muni. Those involved in crime, rudeness, rowdiness, whatever, has traditionally been attributed on youth. Therefore we have targeted our prime patrol times to a school boarding time in the morning, school boarding in the afternoon, as well as late-night patrolling. The most problematic lines are the 14-Mission; followed by the 9-San Bruno; the 15-Third and the 38-Geary.

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In addition to police officers riding Muni, we also have our TURF Group which the Mayor has riding our vehicles and to act as positive aides to keep the service on the bus under control. We have a pilot program running on the 29-Sunset and it has been very successful in terms of reducing crime on that particular run. We want to analyze the various aspects of using trained civilians as deterrents to crime on our vehicles before we can expand on this program throughout the system.

At this point, a member of the audience began to ask Mr. Adams about the glass transit shelters around the City. Commissioner Richardson noted to the audience member that there is a process which we are following in conducting these meetings. Commissioner Knox then stated so that order may be kept, the process which will be followed is: Mr. Adams will continue and finish his presentation, then the floor will be opened for questions and answers on this presentation, with priority given to the Commissioners. After that the floor will be opened for general questions and answers to the audience (also with priority given to the Commissioners). At that point, this question regarding the transit shelters can be taken up.

Mr. Adams continued with his presentation specifically with the issues relative to the proposed Light Rail Line to the Bayshore Corridor and introduce Kam Shedan, from the Capital Projects Division of Muni.

Mr. Shedan then reported: The Capital Projects Division of Muni (Nancy Whelen, Division Dept. Director) is responsible for taking this project from a timetable study mode to a full implementation. What this project entails is creating a Light Rail Track running from Downtown San Francisco to Visitation Valley (about 5.2 miles) through the Third Street Corridor.

The objects of the program are two-fold: One, to improve community and economic development in the (whole south of Market) area; and two, to improve the transportation needs for the City. Some of the objectives to the first goal are: attracting commercial and residential investment, improving livability of the area by improving the environmental quality; strengthening the sense of community in the area; improving the personal mobility of the residents by connecting them with educational and employment opportunity with the rest of the City; and to create jobs directly within the area.

One of the major vehicles for affecting the area is to use one of the Community Organizations, Young Community Developers, as a subcontractor to hire local residents to attract and stimulate participation in the program. In doing so we are taking the first step, considering our limited budget, in creating jobs in the community and bringing the public to the table for development of this project.

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Within the next few months we will be negotiating with the consultant doing the EIR and within 3 to 4 months we should be holding community meetings for additional participation. We hope to finish the study within 2 years and be ready to develop conceptual engineering designs within 2 years. After that, thereby positioning us with a strong and favorable project for the next century. We hope that by using a very public participation and community development program and using local community businesses, we are building a strong constituency for the project.

Mr. Adams thanked Mr. Shadan for his brief presentation adding: The old saying that "wherever rail goes, development follows" is particularly applicable in this case. Let it be noted that it was the development of the twin peaks tunnel in 1920 that let to the development of the western portion of San Francisco when rail lines were to the S.F. boundaries (what was then just sand dunes). The development that quickly followed, you can expect that same for this project.

Another recent development in the city is restoration of the historic "F-line" on Market Street replacing the 8-Castro trolley coach where ridership has just about doubled. Visitor and business development to the Castro district has increased significantly.

We can now open the raise questions on this presentation:

- Commissioner Richardson asked: What is the timeline from the actual design phase, feasibility, and implementation, (average) because you mentioned about a two-year period of community participation and then your going into the Disability Studies, the EIR and then the implementation phase. I know these have to be done, but please tell me what is the average time of all these things? We will be doing two years of Environmental Study, then I would say 2 - 4 years to fill out the contract with instructions for the initial operating segment and then probably 2 - 3 years of actual construction. So your talking about a 7 years period.
- Commissioner Richardson then asked: What is the average time for these types of projects in San Francisco? Our experience with such projects as the Embarcadero Improvement and the F-line restoration have proven to take on an average 4-7 years from Environmental phase to actual dirt being turned over.
- Commissioner Richardson continued: The reason I'm asking is because of the implications of Economic Development at the BVHP has been put on hold for centuries. And it seems, it appears that right now when we are trying to revitalize the BVHP that 7 years might not look like a long time, but when you look at all the activities that are being contemplated, we want to see which process is the fastest. New technology is being experimented with constantly and employing innovative contracting concepts such as design-build and design-build-operate can speed the process along.

SECF COMMISSION

May 22, 1996

- Commissioner Richardson added the question: Is an underground system being considered at all for this project? Yes, one option of this project would be to consider an underground segment (through the Downtown area connecting Muni, BART, and the Chinatown area).
- Commissioner Garlington asked: What are some of the provisions for accessibility for seniors on this project? Although none of this has been decided yet, it is our intention to get as much input from the different facets of the community, particularly the seniors. We expect to incorporate the "slides" and other forms of accessibility construction included in the final design.
- Ms. Shirley Jones, an audience-member asked: What about the noise factor of the Light Rail impact on the neighborhood? There has been experimentation with noise vibration and development in the use of rubber on metal to reduce the noise factor in the installation of tract vehicles. There are a lot of new techniques currently employed in all rail projects specifically to isolate and reduce the noise factor.
- Another audience-member asked: A two year EIR seems a little excessive, is this normal for this type of project? Yes, a two year EIR is normal for this type of project especially since 1) there are so many requirements that need to be satisfied, and 2) because a consensus needs to be reached within the community upon just exactly what will be implemented.

Since there were no more questions directly related to the Light Rail Project, Commissioner Knox then opened the floor to general questions.

Commissioner Richardson added: I just wanted to set the precedent by saying that contrary to public opinion, I want to go on record saying the San Francisco Municipal Railway is one of the finest, not only in the entire United States but also in the whole world. San Francisco has a good thing going and it's in the transportation system. Having said that, some people may disagree, but I think it needs to be unanimous, with the current Muni, I think the drivers in your employ are the best of San Francisco outside the country. What do you think is that, I hear people say all the time is that you guys are friendly and please remember that you have to the right to deserve that. So I just want to say that.

- Commissioner Knox asked: What were some of the operational changes Muni has experienced lately and what can be done to standardize operator behavior? As well as reducing our operational budget, we've experienced a number of personnel cuts with the exception of operators (we've cut about one third of our street supervisors/inspectors). Having high quality service relates directly to having a sufficient number of street inspectors to regulate service.

SECF COMMISSION

May 22, 1996

- Discussion returned to the previous question raised by the audience-member earlier regarding: The question: What can be done about the vandalism and the breaking of the glass transit shelters at some of the bus stops? The transit shelters are owned, operated, and maintained by a private company, Gannett, Inc. contracted with the City to do so. There are currently about 1,000 of the glass transit shelters throughout the City that are maintained by Gannett's crews. Income from the shelters goes directly to Gannett and does not go to the City. It is my supposition that in certain repeated vandalism and breaking of the shelters (shooting them out) has been a difficult problem for the Police Dept. that they are constantly faced with.
- Then Lavonne Barnes, of the Mayor's office asked: Is there another kind of material, like a Plexiglas that can be used to replacing the glass, so it doesn't break into so many little pieces? The reason glass is not replaced with Lexan is it discolours (yellows) and becomes an eyesore very easily. The selection of a glass that shatters into thousands of little pieces was chosen over glass that breaks into shards where people could really get hurt or cut with them.
- Commissioner Blanchard then asked: What are the procedures for bus operators to call for assistance or in case of emergency? The operator has several options: use of the radio which allows an assistance call to Central Dispatch. If the call is general, you press for a request to call and the call will be taken in the order which it was received; you can press for a priority request to call which will give you superior priority in terms if calls received; or in the event of an emergency, there is an emergency, silent alarm push button on every vehicle. When the operator pushes this button it automatically triggers an alarm dispatching police to the approximate location; this alarm also disables the operators radio until the operator presses the button that signals that its safe to communicate.
- Commissioner Blanchard then asked: When you speak of Central Control, do you mean Muni Central Control? Yes. Then Commissioner Blanchard continued: I know a while back when ROSES was giving tips on the 911 communications system and the emergency response time, and the police, paramedics and Muni were all invited to be tied into the Central 911 system; at that time Muni opted not to participate due to the cost factors: What is the updated status on Muni's position regarding participating in the 911 system now? Mr. Adams answered: If you have the emergency 911 system directly connected between the bus and 911 dispatcher and the 911 dispatcher has to weigh or determine whether to respond, then that dispatcher specifically takes on that responsibility. At the same time that wouldn't improve the response in our load at the time it went into the system. Now Mayor Brown says he wants Muni to be connected to the 911 system and so my job is to work towards that end. But we're going to have to work it in a way that we make that connection and at the same time deal with the issue that we dealt with before, but we'll work it out.

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May 22, 1996

- Commissioner Richardson then asked: Is the Employee of the Month Program still alive at Muni? Yes, Commissioner, we still have the Employee of the Month Program and we run it on two fronts: Employee of the Month for Operators and Employee of the Month for Maintenance Workers. It is an annual recognition for both categories of employees.
- Commissioner Richardson additionally asked: Is it possible to showcase an employee who is doing a particularly good job, can they be recognized by the Community, maybe a write-up in the newspaper or newsletter? This is a great suggestion, in fact our Director of Community Affairs is here taking diligent notes, and will taking action on this as soon as possible.

The presentation ended with a few words from Sgt. Dick Wallett of the Muni Transit Patrol:

Regarding the transit shelters, although there are currently 1000 shelters contracted city-wide we are looking to expand the number of shelters because of the favorable public response that there is a need for them. I want to ask all citizens that because policing of these shelters is a such a difficult task (we can't possibly be in all places at one time) anyone witnessing defacement/vandalism or any other suspicious behavior around these shelters, please call us at (415) 553-9290 between 7 am - 11:30 p.m. or in case of emergency call 911.

V. COMMUNICATIONS/DIRECTOR'S REPORT:

The SECFC Executive Director, Toye Moses reported on:

- correspondence to Mr. Jerome Kirzner, Director of Rail Services of the Peninsula Corridor Joint Powers Board (owners directly adjacent to Southeast Community Facility property) acknowledging his letter of May 16, 1996 in which Mr. Kirzner designates responsibility for the property right-of-way to Amtrak and inviting the PCJPB's attendance at a security meeting held just this morning regarding squatters on adjacent property and security issues pertinent to the Southeast Community Facility. The Commission will have regular updates on this ad-hoc committee's progress towards clearing/cleaning and security on the property.
- As you know the Southeast Community Facility has been experiencing a rash of break-ins these last few weeks. The latest was: Monday, May 20 one of the big glass door in the Community Room was broken into/removed for access to the Community Room - this was the second time within this past month that this occurred. Another break-in was in the men's bathroom upstairs where they removed some of the plumbing fixtures in the middle of the day.

SECF COMMISSION

May 22, 1996

- On a different note: as an update on Commission President Bobbie Brown, she has been admitted back to the hospital where she is recuperating from her condition slowly. She expressed appreciation for receiving the Commission's cards and asks that we keep her in our prayers.
- At the last Commission meeting the Commissioners directed the staff to proceed (along with the Real Estate Dept.) with the requests for occupation of the vacancy we have up at E.P. Mills. This past week we received a call from the Mayor's Office inquiring about available temporary office space in the neighborhood. Keeping in mind that Ms. Barnes from the Mayor's Office currently occupies desk space at this facility a few hours a week, I ran the idea by DPW/Mr. Pitcher and am bringing it now to the Commission to suggest that we put a hold on making any decisions about the E.P. Mills space until the Mayor's office makes a request.

Action: Commissioner Garlington moved and Commissioner Richardson seconded to accept the Executive Director's report. Motion passed.

VI. FACILITY COMMITTEE REPORT:

After discussion that the Commission needs to establish criteria and a policy for leasing space to tenants without a current Commission-approved lease (i.e. Sojourner Truth Nursery School, Martin Luther King Nursery School, CAHEED at Capt. Shorey, Whitney Young Child Development Center, Inc., and Bayview Repertoire Theatre) Commissioner Galante made the following motion:

"Current or prospective tenants renting space at 1000 sq. ft. or more be charged a base rent of \$200 per month; tenants renting space at less than 1000 sq. ft. be charged a base rent of \$100 per month. Both sets of tenants would be subject to base rent plus annual CPI and property expenses for a three-year lease with an option of an additional three years."

After further discussion regarding the space currently rented by Concord Missionary Baptist Church, Commissioner Galante moved and Commissioner Garlington seconded that "when the space currently rented by Concord Missionary Baptist Church becomes available, the Commission directs the staff to use the same general RFQ to secure new tenants".

Action: Commissioner Blanchard moved and Commissioner Knox seconded to accept the Facility Committee report. Motion passed.

SECF COMMISSION

May 22, 1996

VII. OLD BUSINESS:

Charlie Dunn from the City's Real Estate Dept. reports that:

- as per the Commissioners request at last meeting, he has ordered Property Reports from Capital Asset Management in order to assess the properties that are under the jurisdiction of the Commission;
- he has met with Larry Del Carlo, (Mayor's Office of Community Development) to discuss and the funding and grants to the non-profit tenants currently assigned space under the jurisdiction of the Commission;
- as per a recent conversation with Dr. Moses regarding a possible request for space from the Mayor's office.

VIII. NEW BUSINESS:

Ms. LaVonne Barnes, from the Mayor's Office of Community Outreach announced that the Lorraine Hansberry Theater Gala Celebration will be held at the San Francisco Museum of Modern Arts on June 1, 1996 from 7 - 10 p.m. (\$50, Youth: \$20) is one of the Mayor's pet interests as a project of the Art, something we in the Bayview-Hunter's Point neighborhood do not spend much time supporting.

Commissioner Blanchard asked the Commission to direct the staff to request that the Police Commission to send the Southeast Community Facility Commission agendas of their upcoming meetings on a regular basis.

Action: Commissioner Blanchard moved and Commissioner Richardson seconded to direct the staff to request agendas from the Police Commission. Motion passed.

Commissioner Richardson brought to the attention of the Commission that perhaps something could be done to invite some of the tourist dollars spent in San Francisco annually to the Bayview-Hunter's Point area.

Dr. Moses asked to update the Commission regarding the letters sent to the Southeast Community Facility tenants:

SECF COMMISSION

May 22, 1996

Shirley Jones, Director at CAHEED, reported that there would be no trouble paying the rent; and Kevin Williams, Director of the Bayview Repertory Theater. As you know we also extended an invitation to our tenants to attend any of the upcoming Commission meetings and voice their concerns regarding the proposed rent.

X. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Galante seconded to adjourn the meeting. Motion passed.

The Southeast Community Facility Commission meeting adjourned at 8:10 p.m. The next scheduled meeting is Thursday, June 13, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

llie L. Brown
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ve Moses
ecutive Director

brie Brown
President
her Blanchard
omas Galante
el Garlington
n Knox
gelio Lepana
da Richardson

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

THURSDAY, JUNE 13, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

SF
S72
#1

6/13/96

A G E N D A

DOCUMENTS DEPT.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: May 22, 1996
- IV. Communications
- V. Director's Report: Toye Moses, Executive Director, SECF Commission
- VI. Old Business: Charlie Dunn, Dept. of Real Estate: Update on Southeast Community Facility Leases
- VII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Liaison
- IX. Public Comment
- X. Adjournment

JUN 06 1996

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Note: The next meeting of the SECF Commission is scheduled for Wed., June 26, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE
ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT
THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821-1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at 24th & Mission Streets. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

SOUTHEAST COMMUNITY FACILITY COMMISSION

June 13, 1996

The Minutes of this meeting are missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

SF
572

#1
6/26/96

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY, JUNE 26, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

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NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * **NO SMOKING DURING COMMISSION MEETING** * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: May 22, 1996
- IV. Presentation: Honorable Michael Yaki, San Francisco Board of Supervisor -
Topic: "Summer Youth Employment";
Mr. Michael Simmons, Exec. Dir. - San Francisco Housing Dev. Corp.
Topic: "BV/HP Senior Housing Project HUD Grant Award"
- V. Communications
- VI. Director's Report: Toye Moses, Executive Director, SECF Commission
- VII. Old Business: Charlie Dunn, Dept. of Real Estate: Update on Southeast Community
Facility Leases
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Liaison
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., July 11, 1996.

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

PLEASE JOIN US IN A MEETING

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

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INVITES

JUN 21 1996

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**THE HONORABLE MICHAEL YAKI
SAN FRANCISCO BOARD OF SUPERVISORS**

TO SPEAK ON

SUMMER YOUTH EMPLOYMENT

AND

**MICHAEL SIMMONS, EXECUTIVE DIRECTOR
SAN FRANCISCO HOUSING DEVELOPMENT CORP.**

TO SPEAK ON

**"BAYVIEW HUNTER'S POINT SENIOR CITIZEN
HOUSING PROJECT GRANT AWARD"**

**WEDNESDAY, JUNE 26, 1996
6:00 P.M. - 8:30 P.M.**

**SOUTHEAST COMMUNITY FACILITY
COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE, SAN FRANCISCO**

**DO NOT MISS THIS OPPORTUNITY TO HEAR WHAT IS GOING ON IN YOUR COMMUNITY:
HOUSING FOR BVHP SENIOR CITIZENS AND EMPLOYMENT FOR OUR YOUTH !!!**

INVITE YOUR FRIENDS AND NEIGHBORS !!!

PLEASE PARK YOUR CAR ON THE STREET.

**FOR MORE INFORMATION, PLEASE CALL TOYE MOSES, EXECUTIVE DIRECTOR, SOUTHEAST
COMMUNITY FACILITY COMMISSION AT (415) 821-1534.**



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

WEDNESDAY, JUNE 26, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

APPROVED

Willie L. Brown
Mayor

Toye Moses
Executive Director

Bobbie Brown I.
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, Vice President, on this date, commencing at 6:19 p.m.

ROLL CALL

Commissioners

Present:

Commissioner Thomas Galante
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present:

Commissioner Esther Blanchard
Commissioner Bobbie Brown, President
Commissioner Ethel Garlington

Staff Present: Charlie Dunn, Real Estate Dept.; John Cooper, City Attorney's Office; Toyé Moses, Exec. Dir., SECF Commission; Kathy Basconcillo, Sec., SECFC;

Guests Present: Musa Dirbas, Kennedy Liquors; Joe Gallaread; James Sheesley, ROSES; Estrellita Lepana; Algernon Dedmon, Neighborhood Safety Partnership; Henrietta Jones, Third Street Task Force; Jeanette/Yuela Molex and Algerine Clayton, LaSalle Residents Assoc.; Dorothy Michael; Jasper L. McCargo, Bayview Goodwill; Lisa Fits, Sharen Burchik, Bayview Senior Housing; Eva Aguirre, ROSES.

III. APPROVAL OF MINUTES:

Approval of the minutes for Southeast Community Facility Communit Commission for May 22, 1996 were tabled until next meeting on Thursday, July 11, 1996.

DOCUMENTS DEPT.

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SECF COMMISSION

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IV. PRESENTATIONS:

Mr. Michael Simmons of the San Francisco Housing Development Corp. introduced himself and thanked the Commission for inviting him back to update the Commission on the \$4.4 million grant awarded to SFHDC by HUD (plus an additional \$2 million awarded from the Mayor's office) to build a Senior Housing development on Armstrong and Third Sts.:

Mr. Simmons stated that development of the project is actually moving forward:

- We are currently going through the process of selecting the preliminary contractor and a preliminary decision was made on the Nibby Brothers.
- We are in the process of working with the Community to find a Joint Venture partner.
- The Project is currently in the design phase and in order to get 54 units of housing on the site, we are required to get a density and height increase. Supervisor Amos Brown introduced legislation that will allow us to build affordable housing on this site. This legislation is currently being reviewed by the Planning Dept., going back to the Planning Commission in July and the full board probably in August.
- We are also currently doing some of the Due Diligence Site Requirements which are due in August and expect to start construction in Spring of '97 (March) which will last about a year.
- We are working with the Bayview Multipurpose Senior Center (Dr. George Davis) to market outreach to Seniors in the Bayview-Hunter's Point neighborhood and insure they are given priority when applying for housing in this complex.

At this point Commissioner Richardson asked: The contractor's that has been selected, is it a private firm and is it minority-owned? Mr. Simmons answered yes it is a private contractor firm and no it is not minority-owned. Then Commissioner asked: What method are you going to use to attract the Contractor's from the neighborhood (for the JV partners)?

Mr. Simmons answered that the method they are planning to use is that they have been meeting with several Community Groups, specifically the Bayview-Hunter's Point Contractor's Association who has been introducing them to various contractor's out here.

Due to the fact that some of the grant money comes from the Mayor's Office, this project falls under the jurisdiction of the Human Rights Commission (HRC); they have set guidelines for hiring, i.e. 50% local, 40% minority business enterprises (mbe) and 10% women-owned enterprises (wbe).

Commissioner Richardson then asked: "What process was used to try to attract African-American contractors to this project?"

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Mr. Simmons answered: "When Nibby Bros. was originally selected, the way the process went was we actually advertised in the local papers here for contractors; we also worked with the people at both YCD and BDI to get as many applications as we could, and so we choose from those applications. Now we are going to do further outreach to get someone on the subcontractor level.

Dr. Moses then expressed concern that people from this neighborhood benefit from the job. We don't want to attract people to come from out-of-town, out-of-state to get hired who do not belong to this neighborhood. With \$6.2 million is coming here, we want to make sure people from here really benefit job-wise. Who is going to monitor, is that the Human Rights Commission?

Mr. Simmons responded: Yes, the HRC will be responsible for monitoring the hiring process and Nibby Bros. will also work through Young Community Developers (YCD) and local hiring halls in order to hire people for this project.

Dr. Moses asked: Is there an approximate time frame when the building will be available to move in and to whom?

Mr. Simmons responded: Rental units will be available probably late spring or early summer '98, (marketing will begin fall of '97) to seniors earning with under 50% median income (try for 25%).

Commissioner Knox asked: What will the selection process be?

Mr. Simmons answered: There are about 5000 Seniors in the Bayview-Hunter's Point neighborhood. The selection process will probably be "first come, first serve" or some type of lottery using the HUD selection process of fair housing criteria.

Commissioner Richardson asked: How will the information regarding availability and selection be disseminated to the public/local Seniors?

Mr. Simmons then responded: We will continued to work closely with the local Senior Center (Bayview Senior Center is actually one of the project consultants) and publish in the neighborhood/ local papers.

Commissioner Richardson then suggested that a special effort be made to contact the Seniors so that they can put their applications in before word gets outside the neighborhood.

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Mr. Simmons said that at this point he feels many if not most Seniors are aware of this project and are expecting additional information as to when, where the applications process can begin. Since the funding falls under the HUD, there is nothing officially/legally that be done to insure that local Seniors have priority over other Seniors; however, we can and plan to target/concentrate/ restrict our advertising/marketing of these units to the local area.

An audience member then asked: Nibby does not have a good reputation for hiring minorities. Will there be some special handling or any penalties involved to insure hiring of minorities/locals?

Mr. Simmons answered: The contract with Nibby was an advertised request for a negotiated bid (design through construction) and hopefully this will preclude some of the hiring problems. We plan to keep very close scrutiny on these General Contractors' hiring practices, but there are no penalties planned.

Commission Vice President John Knox summarized the questions and comments from the Commission and the audience by stating: The audience is voicing their opinion/need to educate you on what goes on in the Bayview-Hunter's Point and how important it is to get the information out to those who need to get it; and that there are various groups in the Bayview-Hunter's Point, make sure that you get to meet with those groups to explain what's going on with the building of this project and the processes to be used to fill the building.

Mr. Simmons then went on to describe the actual units being built in this project.

There will be 54 total units: 53-1 bedroom (HUD standard 540 sq. ft.) units, one 2-bedroom manager unit and a Recreation Room. Frontage entrance on the Third Street side will house an interior terrace/porch with sun exposure and an all 18-car garage (with interior access) and storage at ground level. The first floor is concrete with a security gate and 24-hr. watch person to call-up to your room before letting anyone in. The second floor is all 1-bedroom units with an outdoor terrace area and gardens.

Besides construction jobs, on this project what we are attempting to do is create some on-going, permanent jobs for locals. All of these permanent job positions (front desk, security, etc.), besides the property management positions, will be recruited from the neighborhood.

Just to back-track a little, the San Francisco Housing Development Corp. was established 7 - 8 years ago for the purpose of finding justified housing in two areas: the Western Addition and the Bayview, primarily for African-Americans who were relocating out of the City in large numbers.

SECF COMMISSION

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The Property Management Group used in establishing Morgan Heights, the Bridge Project, and Mariner Village is the same one we had in mind to use on this project. This is more of a HUD and City factor/ requirement because of the funding than our own requirement.

The hiring goals to be used on this project are actually written into the contract as part of the Human Rights/Affirmative Action Plan.

Commissioner Knox asked the Commission and audience if there were any further questions then, since there were none, thanked Mr. Simmons for his presentation and diligence in addressing all expressed concerns and questions. He also summed up the concerns of the Commission and present residents who "definitely want to make sure that the Senior Citizens of the Bayview-Hunter's Point are not left out. Past experience has shown us that people tell us one thing, they do another - then it's too late for us and we're left out hanging. In this day and time we made a commitment to not let that happen to our people anymore."

Dr. Moses then made a suggestion that a Community Meeting could be held so that the neighborhood residents could be made aware of what's happening on this project.

Mr. Simmons replied that if anyone was interest in contacting either himself or Lisa Fritz, who reports directly to the Project Director, they could be reached at (415) 241-7888 at the San Francisco Housing Development. This concluded Mr. Simmons' presentation and at this point the Commission resumed regular Commission business until Supervisor Michael Yaki arrived to give his presentation on Youth Employment.

V. COMMUNICATIONS/DIRECTOR'S REPORT:

Dr. Moses informed the Commissioners that in their meeting folder they will find:

- a press release from the newly mayor-appointed Director of Public Works, Mark Primeau;
- a copy of the new San Francisco Charter that goes into effect Monday, July 1, 1996 (meaning that the Southeast Community Facility Commission is attached to the Clean Water Program by mandate, which is currently under the old Charter part of DPW); and a Task Force has been charged by the Mayor's office to work out details of separating the Clean Water program from DPW and reattaching it to the Public Utilities Commission (PUC). The Task Force consists of: Supervisor Leslie Katz, DPW Director Mark Primeau, Mayor's Chief of Staff, Emilio Cruz, and the Director of PUC. The staff will keep the Commission updated on all changes as they are announced by the Mayor.

SECF COMMISSION

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- A copy of a letter sent by the EOC regarding Martin Luther King and Sojourner Truth Child Care Centers, currently two of the Commission's non-profit tenants located at 200 Cashmere and #1 Cashmere respectfully. As a reminder, these two sites were sent tentative leases a couple of months ago. They are not contesting the leases but would like to make some changes. As you know they are currently not paying any rent, but are resisting paying the proposed \$200/mo. rent.
- A packet of information including a letter from Southeast Community College informing the Commission that the San Francisco Renaissance Group wants to sub-lease space and the letter from the San Francisco Renaissance requesting the space from the College. This item has been discussed with the Real Estate Dept. and does not foresee any problems with this arrangement.

Since there was nothing further to report and no further questions for the Director:

Action: Commissioner Richardson moved and Commissioner Galante seconded that the Commissioners accept the Communications/Director's Report. Motion passed.

VI. OLD BUSINESS: Report from the Real Estate Dept. - Update on Southeast Community Facility Leases

As Dr. Moses reported, the City has submitted a request to sublet a very small area to the San Francisco Renaissance Group. The Real Estate Dept. has reviewed this request and has sent them the form which they completed and a copy of which is in the packet. It has also been reviewed by the City Attorney's Office.

Regarding the non-profit leases, the City Attorney has already reviewed the leases for Concord Missionary Baptist Church, Easter Seal Society and Joshua Marie Cameron Academy; but has not yet returned the leases for the tenants. As soon as the leases are returned, we will present them for a vote and execution.

In the letter from EOC that Dr. Moses mentioned earlier, they basically address three issues:

1) \$200/mo. rent (they currently pay \$1/yr.); 2) the annual CPI (based on a recurring theme of the Board of Supervisors, they seem to like to see some type of annual increase) which actuates to \$8/yr. based on a 4% CPI, and paying operating expenses (the EOC tenants are already charged for operating expenses so this shouldn't pose any problem); and 3) funding (since the tenants' funding is fiscal and the letter regarding the rental increase was delivered after they had made initial budget requests, the Commission may consider waiting until next fiscal year to implement this rental increase.

SECF COMMISSION

June 26, 1996

Dr. Moses interjected that the letter explaining the rental request included an invitation to the tenants to attend a Commission to explain their difficult in meeting this rental request. The Commission has already approved this rental request, now we can leave it up to the individual tenants to argue their positions. The recommendation stands: The Real Estate Dept. proceed with direction already presented by the Commission. (Then if a tenant makes a presentation that they cannot meet rent, then the Commission can deal with it at that time.)

Dr. Moses then posed the question: So when can we expect to move forward on these issues? Mr. Dunn responded that it depends on when the City Attorney's Office returns the leases.

On that note, Commissioner Knox thanked Mr. Dunn for his report.

A questions was raised from the Easter Seal Representative in the audience: Does this discussion mean that the Commission is now ready to re-do the Easter Seal Lease?

Mr. Dunn replied: The City Attorney's Office does not determine the amount paid. The Easter Seal lease was based on two things: 1) a bid process and 2) constraints for a fast lease. The Easter Seal lease was not included with other leases that are currently with the City Attorney's office. Dr. Moses then added that when the Easter Seal Lease Agreement expires (Aug. 1997) then their lease will be qualified to be considered under the "new" rental system.

At this point, Commissioner Knox suggested a 5 - 10 minute recess until Supervisor Yaki arrived for is presentation.

IV. PRESENTATIONS:

Commission Knox introduced San Francisco Board of Supervisor, Michael Yaki gave a presentation on Summer Youth Employment.

Supervisor Yaki explained that coming to the Bayview-Hunter's Point is sort of a homecoming for him. After spending six years working in and around the Shipyard, he could "come here in my sleep". Although it was alot of work and hard work too, it was also very rewarding.

SECF COMMISSION

June 26, 1996

Supervisor Yaki then apologized for being late. Although usually very punctual, early in fact if anything, he was held up at a memorial for the two teens shot at Precita Park the past weekend. Apparently it wasn't gang- or drug-related, it was just a nut case with a gun. For that community which is one of the most-well organized community in the City it simply means there was nothing they could do to prevent it; it just means they have to ban together to find the perpetrator. As one of the authors of legislation that would ban Saturday Night Specials in San Francisco, Supervisor Yaki felt obliged to present myself in person at the memorial.

The topic of the Youth Employment is a brighter note: As you know, under the federal government summer youth employment programs have been cut by 25%. The Secretary of Labor says its time for the private sector to "step-up to the plate", which is something the City of San Francisco has had the foresight to implement some three months ago with the "Say YES Campaign (YES standing for "Youth Employment for the Summer).

"Working with Mayor Brown, I was named to the steering committee for the San Francisco Business Community. Together we have raised (in terms of cash pledges for jobs, we were hoping for cash to fund the equivalent of the 25% cut which is 700 jobs), I'm happy to report that as of today, we have raised enough cash to fund 1000 jobs - we are actually 300 jobs ahead of where we were last year. We believe attaining this goal is due to the leadership of the Mayor, cooperation of leadership of the business sector, and most importantly it's due to the interest and enthusiasm in leading our young people together to want to have a job in San Francisco. Also many thanks go out to our local community groups whose job it is to place our young people in these summer employment opportunities: YCD, Horizons, Unltd., etc. It goes to show that we were way ahead of the rest of the country in preparing for these types of cuts.

However, all of this points out to the fact that next year this 25% cut will be permanent and there are only so many times we can "go to the well" in order to fund these jobs. So this year I am introducing legislation that will: give companies payroll tax credit for hiring a young person for the summer. If the young person is disadvantaged, they get an additional tax credit; if the young person is not disadvantaged they (the company) still gets the basic tax credit. Obviously we want to make hiring a disadvantaged youth financially attractive because the target group we are talking about is 94% young people of color.

SECF COMMISSION

June 26, 1996

Roughly split between the Latino, Asian-American and African-American communities (all of which are economically disadvantaged communities) and the youth group with approximately 60% without a working parent. These are the kids we need to target to give them the tools they need to get jobs. Working at all different levels, pledging the private sector, through tax credits to gain funding, we (the Mayor and I) are absolutely committed towards creating employment opportunities for young people.

What we are working on for next year's summer youth employment is along the lines apprenticeship's for young entrepreneurs (someone looking to own/run their own business rather than working for someone else). We also want to encourage confidence in young artists with varying talents and assist them in showcasing their work. What we're working towards is a generation of young people who are not only working, but striving to attain a higher standard of living. Because ultimately a job is not just about earning money, a job is about self-esteem, self-respect; thinking that I have a future. Hopefully, these young people will be able to make the choice between just a weigh-station before Soledad and a promising future. That's why we need to focus on youth employment in particular as part of the employment web in general.

One of things I have worked on in the past and am still working on is to ensure greater working opportunities out here in the Bayview. I want to let you know that I'm not one of these people that only come around at election time unless they have to, because I devoted six years of my life working on issues on/about/at the Shipyard, I will always want to come out here. It's important for the folks of the Bayview Community to have ownership of, not just access to, the job opportunities provided by the land that the Navy abandoned over 20 years ago. We absolutely have to have a positive solution to the land use at the BVHP Shipyard.

At this point, Supervisor Yaki ended his presentation and Commissioner Knox opened the floor up to questions and comments from the audience with priority to the Commissioners.

Commissioner Richardson wanted to go on record saying that she wants the community of the Bayview-Hunter's Point to also know that besides working very hard to develop programs for youth in the community, Supervisor Yaki is also concerned with the on-going accident rates happening on that site in the community. Would you please tell us about the resolution that you sponsored to help keep the power plant out of this community.

Supervisor Yaki thanked Commissioner Richardson for her kind words and told the audience that as well as his sponsorship of the resolution, Commissioner Richardson's advocacy of the resolution (to oppose the establishment of a power plant in the neighborhood) was certainly one of the key ingredients in getting this resolution unanimously passed.

SECF COMMISSION

June 26, 1996

One of the other stopping card that is just one piece of the equation, it still doesn't deal with the residual impasse of pollution and hazardous waste in the BVHP and certainly again the Shipyard we can preface that by specifically labeling that a dumping ground. What the Health Commission did was to begin a serious health assessment at the BVHP site. I too am concerned about the asthmas, breast cancer, birth defects, the infant mortality and it should come as no surprise to anyone in San Francisco that the highest incidents occur here than anywhere else, but the key here is let's track down what it is, what's causing these occurrences. Only then can we have a basis to move forward and begin to the "(grading or re-grading) greening or re-greening of BVHP". I think this should be part of the vision of San Francisco and absolutely has to be part of what ever goes on in the BVHP.

One of things that I work very closely with was getting the companies that work with hazardous waste removal people to begin working with contractors to begin actually doing training to do remediation. I think we can do a better job and one of the initiatives I hope we can do (as I have discussed briefly with both the Mayor and Supervisor Katz who is on the Citizens Advisory Board) is put together a real comprehensive program which will really start churning the computer. But I don't want to make that too warm of a hint, because the fact is that everyone's office 10 years ago has gotten into the business of telling us what we can do. I would prefer to focus more on the fact that hopefully in September or October we get that 50 acres (right, John). The first clean 50 acres down paid to the BVHP Community and to the City. And you want to know what I thought what this would mean for us, was getting control of that land so that the City process couldn't be anymore in this Community, with too little power you start saying 'this is what we want to see'. But the sooner we should bring these useful/useless agencies that came to bear on fulfilling whatever dream we came together on. We gotta, its our first counter aim to other parts going to, but we could sit here all the more and talk about how many more jobs we could create for private remediation and the hazards, but its really not going to be that many. What will generate the most jobs is supporting good, good economic uses, fire uses, ambulance uses, neighborhood friendly uses on the Third Street neighborhoods. If we begin doing this we could create more jobs than we ever could cleaning up after the Shipyard. So much of that is just scientific gobledgook that we only get may be 10, 20 jobs. But with that 50 acres we could do alot with, then we could use that to start getting ready for the next step. That's the key.

Then a question from the audience was raised: I know about the hazardous waste that's been dumped over there, that's part of the problem; the other part of the problem is: what happened to the accountability that the PG&E has been obligated to do by the year 2000 - what's the status on that? It's not enough that we kept San Francisco Energy Company out of here, but if PG&E is not going to be held accountable, if they're are not going to be cleaning up as they were obligated to, then they need to be shut down. We want someone here that's going to be clean, that's going to be non-toxic, that's not going to pollute us.

ECF COMMISSION

June 26, 1996

After the audience-member reported that she has lived in this neighborhood for over 35 years, herself has had breast surgery, has a daughter that has exema, and a son that is asthmatic, Supervisor Yaki agreed that there needs to be some accountability and went on to relate how the worst asthma attack he has ever suffered was during one of his many visits to the Shipyard area. At the hospital they were pretty certain that what brought on the attack and the cause of the severity of the attack was just the stuff in the air, because once the medication was introduced, he was fine and could breathe again.

Supervisor Yaki then related that Supervisor Aliotto is a real leader along the lines of pollution control and fully supports her efforts at doing whatever she can to enforce a clean-up throughout the City. As for PG&E, I think it's a real wake call to the power of organization right here in the BVHP, that hopefully the people have made a stand, and it is up to us in elected office to enforce what they're saying.

Commissioner Richardson wanted to elaborate on what Supervisor Yaki said: The San Francisco Board of Supervisors unanimously passed the resolution and it is binding. Whether or not a company wants to proceed with whatever they want, the people of San Francisco have spoken.

When Commissioner Knox asked for any other questions or comments, Dr. Moses commended Supervisor Yaki on what a great job he has been doing in only six months. In the BVHP we have been particularly concerned about the summer jobs for our youth because we have enjoyed funding for a summer youth employment program for years. Then as a member of SCD's Board of Directors, we learned at our Board meeting just today that through the Mayor's efforts we (the BVHP) have been allocated 259 summer youth jobs.

On another note, Dr. Sandra Hernandez (Dept. of Public Health) came out to speak to a packed audience here in the Community Room last year about the breast cancer issue. We here in the BVHP know about the impact of environmental pollution on health, however, she said the issue was really not the environment. It was her opinion that life style is the major contributor to one's health condition. Therefore we asked that monies be made available for neighborhood health education. We are also going to invite Dr. Hernandez back to ask for these services again and ask your support in obtaining them.

After acknowledging Dr. Moses commendation, Supervisor Yaki reported that during this administration's election campaign one of the issues developed was the need for breast cancer health assessment, and compilation of baseline data (to get to the root cause of it). A lot of this work stemmed from groundwork laid by Congresswoman Nancy Pelosi who has given a symposium on breast cancer and is planning another one this coming month.

SECF COMMISSION

June 26, 1996

And although there are a lot of different reasons why, but one still can't deny the correlation between the level of toxins in the BVHP environment and the level of breast cancer in the BVHP, which in fact has the highest incidents of breast cancer in the Bay Area and entire world as well as among African-American women in San Francisco.

At this point Commissioner Knox thanked Supervisor Yaki for his presentation and asked to move onto the next order of business.

VI. PUBLIC COMMENT:

Ms. Alma Robinson an audience-member who serves on the Shipyard Citizens Advisory Committee which discusses the issues of jobs, education and the arts and hopes to be able to present their ideas to the administration here assuming that priorities are in line with the area redevelopment. But its good just to be here.

Commissioner Knox then announced that a Community Clean-up would start from this very Community Room this weekend (Saturday) at 9:00 a.m. Tools, and cleaning implements will be provided as well as lunch for clean-up workers (not for on-lookers).

VII. ADJOURNMENT:

Action. Commissioner Galante then moved and Commissioner Lepana seconded the motion to adjourn at 7:55 p.m. Motion passed.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

lie L. Brown
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

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11/96

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

THURSDAY, JULY 11, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * **NO SMOKING DURING COMMISSION MEETING** * *

A G E N D A

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JUL 09 1996

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- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: May 22, 1996 and June 26, 1996
- IV. Communications
- V. Director's Report: Toye Moses, Executive Director, SECF Commission
- VI. Subcommittee Report: Discussion & Action on The Sublease Agreement between San Francisco Community College (Sublessor) and Renaissance Parent of Success (Sublessee)
- VII. Old Business: Charlie Dunn, Dept. of Real Estate: Update on Southeast Community Facility Leases
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Liaison
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., July 24, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

SF
S72
#2
7/11/96

MINUTES

THURSDAY, JULY 11, 1996
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California 94124

APPROVED

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AUG 05 1996

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Toye Moses
Executive Director

Bobbie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Galante (appointed Chair), commencing at 6:17 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Thomas Galante (Temp. Chair)
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present: Commissioner John Knox, Vice President
Commissioner Bobbie Brown, President
Commissioner Ethel Garlington

Staff Present: Toye Moses, Exec. Dir., Southeast Community Facility
Commission; Kathy Basconcillo, Sec., SECFC;

Guests Present: Tempi Priestly, Renaissance, James J. Sheesley, R.O.S.E.S., Algernon
Dedmon, Neighborhood Safety Partnership

III. APPROVAL OF MINUTES:

Approval of the minutes for Southeast Community Facility Community Commission for May 22, 1996 were tabled until next Commission meeting (Wednesday, July 24) pending incorporation of additions and clarifications after Commissioner Richardson suggested that the minutes precisely reflect the names of Commissioners, guests and audience members when speaking.

Action: Commissioner Blanchard moved and Commissioner Lepana seconded to defer approval of the May 22, 1996 minutes until the next Commission meeting.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Dr. Moses announced that he would like to combine the Communications section with his Director's Report.

1. The fiscal year 1996-97 just started, enclosed for your information is the approved budget for both Southeast Community Facility and E.P. Mills Community Center.
2. In conjunction with the Mayor's office, I coordinated an ad-hoc Security Committee (Committee meeting sign-in, minutes and correspondence from BSES regarding project estimate to the Southern Pacific Railway) to deal with the homeless encampments located at the Southern Pacific right-of-way on the 1800 block of Oakdale Avenue. Representatives from the Mayor's Office, Amtrak Police, Southern Pacific Railway Police, DPW/Building Repair, City College's Campus Police Chief, DPW/Bureau of Street & Environmental Services, San Francisco Police Dept., and Southeast Community Facility Commissioner Esther Blanchard were in attendance. It was decided that Wednesday, July 10, 1996 will be the day for cleaning-up the mess at the site and DPW will send crews and a bulldozer to clean-up the property. The Southern Pacific Railway will pay the bill. The estimate is enclosed for your information. The work is in progress and I shall keep you abreast of the progress.
3. This summer we have four student interns to help out in the office from Young Community Developers, two in the morning and two in the afternoon. They will be working with us until later August.
4. We are in the process of updating the Southeast Resources Directory.
5. We are now taking reservations for the next calendar year for use of the Community Room and E. P. Mills Auditorium.

Action: Commissioner Richardson moved and Commissioner Blanchard seconded to accept the Communications/Director's Report. Motion passed.

VI. SUBCOMMITTEE REPORT:

Discussion and Action on the proposed Sublease Agreement between Southeast Community College (Sublessor) and Renaissance Parents of Success (Sublessee):

Dean Brown began the presentation by distributing an updated/modified version of the Sublease Agreement distributed at the last Commission meeting (May 22). The modifications were limited to the following:

- Paragraph A (RECITALS), end of first sentence "... and amended by First Amendment to Lease dated as of August 24, 1995 (as amended, the "Lease"), ..." deleted because due to the Sublessor's legal counsel said amendment was never signed and is therefore not in effect.
- Paragraph 5 (AGREEMENT), third sentence should be replaced with: "[Sublessor shall have no obligation to separate funds or pay interest on deposit.]" also as per Sublessor's legal counsel.

Dean Brown explained that this sublease agreement demonstrates a cooperative attitude with outside community agencies and a move toward a closer relationship with a "feeder pool" of the group we are targeting to use the Community College system.

Dr. Moses then asked: What services are going to be provided out of this subleased space, strictly administrative or student services also? Dean Brown answered that administrative services (which include such student services as counseling, financial information, etc.) will be provided out of the subleased space (currently the faculty lounge), thereby providing foot (potential student) traffic through the Community College.

After expressing support for this sublease agreement proposal, Commissioner Galante asked the Commission Secretary to read the resolution:

"At the Southeast Community Facility Commission meeting of July 11, 1996, the commission passed a resolution stating:

1. "Be it resolved that The Southeast Community Facility Commission approves the Sublease Agreement between San Francisco Community College/ Southeast Campus (Sublessor) and Renaissance Parents of Success (Sublessee), contingent upon the agreement being fully executed by the San Francisco Community College District.

The Sublessor (San Francisco City College/Southeast Campus) desired to sublease approximately 520 sq. Ft. Of rentable space on the premises located at 1800 Oakdale as particularly described on the attached sublease agreement.

2. The Real Estate Dept. Shall proceed with and execute said Sublease Agreement."

This 11th day of July, 1996;

Recommended:

Thomas Galante
Southeast Community Facility Commission."

Action: Commissioner Richardson moved and Commissioner Lepana seconded a motion to approve the proposed Sublease Agreement pending full execution by the Southeast Community College, as well as the resolution. Motion passed.

VII. OLD BUSINESS:

Mr. Dunn from the Real Estate Dept. and on vacation this week, was not present to give his Real Estate Leases update.

VIII. NEW BUSINESS:

Ms. Barnes, the Special Representative (Community Liaison) from the Mayor's Office was not present to give her report because she was standing in for the Mayor at another function.

IX. PUBLIC COMMENT:

Mr. Algernon Dedmon, from the Neighborhood Safety Partnership, asked to be faxed a copy of the Community Room calendar-of-events.

X. ADJOURNMENT:

Action: Commissioner Lepana moved and Commissioner Richardson seconded to adjourn the Southeast Community Facility Commission meeting at 6:35 p.m. Motion passed.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Julie Brown
Mayor
Toye Moses
Executive Director

SF
S72

#1

7/24/96

NOTICE OF MEETING
SOUTHEAST COMMUNITY FACILITY COMMISSION

WEDNESDAY, JULY 24, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

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Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

*** * NO SMOKING DURING COMMISSION MEETING * ***

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: May 22, June 26, and July 11, 1996
- IV. Communications
- V. Director's Report: Toye Moses, Executive Director, SECF Commission
- VI. Old Business: Charlie Dunn, Dept. of Real Estate - Update on Leases:
 - 1) Whitney Young Child Development
 - 2) CAHEED @ Captain Shorey
 - 3) Sojourner Truth Child Center/EOC
 - 4) Martin Luther King Child Care/EOC
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Liaison
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Aug. 8, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

DOCUMENTS DEPT.

Willie L. Brown, Jr.
Mayor

WEDNESDAY, JULY 24, 1996

6:00 P.M.

1800 Oakdale Avenue

San Francisco, California 94124

AUG 22 1996

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Executive Director

Bobbie Brown
President

Esther Blanchard
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Thel Garlington
John Knox
Rogelio Lepana
Linda Richardson

APPROVED

I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commissioner Knox, commencing at 6:12 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Bobbie Brown, President
Commissioner Thomas Galante
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present: Charlie Dunn, Real Estate Dept.; Toye Moses, Exec. Dir., Southeast Community Facility Commission; Kathy Basconcillo, Sec., SECFC;

Guests Present: Ajayi Olw, DNL, Inc./Nigeria; Careth Reid, Whitney Young; Denise Carey, Easter Seals Early Intervention Program; Tyrone Honory, ROSES; George Mix, So. Bayshore CDC.

III. APPROVAL OF MINUTES:

Southeast Community Facility Community Commission meeting minutes for May 22, June 26 and July 11, 1996 were sent to Commissioners after the July 11, 1996 meeting. Pending incorporation of additions and clarifications to the June 26 minutes from Commissioner Richardson, all three (3) sets of minutes were moved for approval.

Action: Commissioner Richardson moved and Commissioner Garlington seconded to approve the minutes of May 22, June 26, and July 11, 1996 minutes. Motion passed.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Dr. Moses stated that he would like to combine the Communications with the Director's Report and continued:

The only Commission correspondence received was from Commission President Bobbie Brown who sent along a 'Thank you' care to all the Commissioners for their expressions of concern and well-wishing during her recent incapacitation.

Dr. Moses then proceeded in to the Director's Report.

1. The long awaited solution to the problem of homeless people camping on the property next to the Southeast Community Facility building was solved on Friday, July 12, 1996. Special thanks to the Mayor's Office Liaison, LaVonne Barnes and the Dept. of Public Works, along with Commissioner Esther Blanchard who spearheaded the process.
2. The Sublease Agreement between the Southeast Community College and San Francisco Renaissance was approved by the Director of Real Estate as recommended by the Southeast Community Facility Commission. The new tenant has since moved in (on the 5th Flr. of the Community College in what used to be the Faculty Lounge).
3. The construction at CAHEED at Captain Shorey, one of our facility centers, will start very soon. The Mayor's office of Community Development is in the process of hiring a minority architect to do the designing. I shall keep the Commission abreast of the work as it progresses. After this project, the renovations will proceed to Martin Luther King and Sojourner Truth Child Development Centers.
4. I will be on vacation from Monday, July 29 through Wednesday, July 31, 1996.

Action: Commissioner Blanchard moved and Commissioner Garlington seconded to accept the Communications/Director's Report. Motion passed.

VI. OLD BUSINESS:

Mr. Dunn from the Real Estate Dept. reported that the draft proto-type for the non-profit tenant leases was sent to City Attorney's office at the end of June; it has been reviewed and only minor modifications have been made. It is my expectation that all five leases will be developed, and I will work with staff to reproduce for distribution to the tenants and Commissioners before the next Commission meeting (August 8, 1996). These tenant leases will include: 1) Whitney Young Child Development; 2) CAHEED @ Capt. Shorey; 3) Sojourner Trust Child Care Center; 4) Martin Luther King Child; and 5) Bayview Repertoire Theatre.

Action: Commissioner Blanchard moved and Commissioner Galante seconded to accept the Report from the Real Estate Dept. thereby directing Mr. Dunn to simultaneously send the City Attorney reviewed leases to both the non-profit tenants and the Commission. Motion passed.

VIII. NEW BUSINESS:

Ms. Barnes, the Special Representative (Community Liaison) from the Mayor's Office was not present to give her report because she was standing in for the Mayor at another function.

In place of Ms. Barnes Dr. Moses reported: The Mayor was in the Bayview-Hunter's Point neighborhood yesterday (Tues., July 23) for the Grand Opening of the Nation of Islam's new Self-Improvement Center and Mosque. This well-attended event even included two of our Commissioners. There seems to be several options available for the exact function of the building, which was the old Wells Fargo Bank building: a place predominantly used for worship or a community-based comprehensive program (substance abuse program, job-search/employment drop-in program, and soup kitchen). In any event, the new renovations ensure the building will be an asset to community at large in whatever capacity it is used.

Also enclosed in the Commissioner's folders is a copy of a letter sent to Ms. Michelle Davis, of the San Francisco Redevelopment Agency regarding a function that was held at E. P. Mills Community Center this past weekend.

As a reminder, it has been well over a year since we have invited the Mayor's Office (with Dept. Heads) to the Commission for an update, - we may want to think about doing that again. Also, maybe we should think about inviting District Attorney Terrance Hallinan to speak on "Crime in the Neighborhood" or what has been done since he has been in office.

Commissioner Brown said that she understands that ex-Supervisor Kennedy has an office somewhere in the facility and was wondering in what capacity she is now working. Dr. Moses answered that Willie B. Kennedy is now Director of the Shipyard Transition Project (transferring the use of the Hunter's Naval Shipyard to the City) that is connected with the San Francisco Redevelopment Agency and currently has temporary office space with South Bayshore Community Development Corporation.

Action: Commissioner Garlington moved and Commissioner Lepana seconded to direct the staff to invite the Mayor (with or without the City Dept. Heads) to an upcoming Commission Meeting as soon as possible (at least get it on his calendar). Motion passed.

Action: Commissioner Garlington moved and Commissioner Lepana seconded to direct the staff to invite the District Attorney, Terrance Hallinan to an upcoming Commission Meeting to give some insight as to what we can do about the Crime in the Neighborhood issue. Motion passed.

Action. Commissioner Garlington moved and Commissioner Richardson seconded to direct the staff to invite the Director of the Shipyard Transition Project, Ms. Kennedy to an upcoming Commission Meeting to update the Commission on just what is happening with the Shipyard so that we could possibly get more involved. Motion passed.

Action. Commissioner Richardson moved and Commissioner Garlington seconded to direct the staff to invite the new Director of the Dept. of Public Works, Mark Primeau to an upcoming Commission Meeting to update the Commission. Motion passed.

IX. PUBLIC COMMENT:

Ms. Careth Reid, Director of Whitney Young Child Development Center (one of the non-profit tenants at E.P. Mills Community Center) addressed the Commission by saying:

1) She was glad to hear that the leases will be forthcoming soon. It was once upon a time that Whitney Young stood alone on the hill not very near its closest residential neighbors and therefore not requiring a fence around the property. However these last few constructive years have found neighbors fast encroaching on the property, thereby necessitating a fence. In order to pay for this fencing, Ms. Reid went to Sacramento, applied for a \$25,000 grant by submitting a Capital Improvement Request for Proposal (RFP) and needs to produce the lease to the property that requires the fencing. The fence will be an improvement to City property but paid for by the State.

2) Another matter of concern for the health and safety of the children at Whitney Young is the homeless sleep around the property. Since the trees have grown into an overhang these homeless have taken to sleeping in the privacy it afforded them. But one of the parents have recently brought in his electric saw and cut back the overhang. Some of the summer youth workers have hauled away most of this bedding/trees, and probably some belongings of these homeless people that turned out to be mostly garbage. But we have conserved of our efforts because of what the mayor said in the paper about stopping the police dept. from taking away the personal property/bedding of the homeless people. So we are a little confused on how to proceed. We would like to formally request that the Commission investigate this situation further. How can we make our area safer and cleaner for the children?

3) We think its is a great idea for the Commission to invite all of the different personages to attend upcoming Commission meeting so they can share their ideas and work with the Commission on neighborhood ideas. Ms. Reid would like to suggest that the Commission invite the young people who work at/maintain the grounds at Whitney Young to a Commission meeting in recognition of their efforts and some commendation of appreciation for their work. There is no budget for the maintenance of the building exterior, but for the last four years we have had a special education student who does such a marvelous job he has really grown into himself with his responsibilities. We now have a group of young men who assist in this effort and many users of the facility (meetings, wedding reception, etc.) comment how beautifully kept the grounds are.

4) With the Commission's permission, we would like to bring in (provide space for without charging rent to) a group called the Children's Legal Services. CLS provides legal assistance to parents in this Community who have HIV/AIDS and whose children will be left orphans without legal assistance. We would like to provide the use of one our classrooms for them to hold appointments/council after 6 p.m. weeknights; this will also help us with security. We will be providing the Community with additional services and make the use of the property more cost effective. If the Commission wishes additional information on the program, we have provide the names and how to contact the social workers and attorneys who facilitate these services.

In response to Director's Reids concerns about the Whitney Young lease, Mr. Dunn from the Real Estate Dept. reported that since the Whitney Young lease is the "proto-type" for the non-profit leases, then, if the Commission so directs, it can be distributed to the Commission and tenant before the other leases are ready, perhaps in the next couple of days.

Commissioner Garlington asked for the size and type of fence to be installed for \$25,000. Ms. Reid said she did not have the exact specifications with her, but she could send the Commissioners a copy of the specifications as put forth in the proposal for the grant.

Pursuant to the issue of the homeless on and around the Whitney Young Center, Commissioner Garlington also stated that is the Mayor says that one, or the Police cannot remove the property of the homeless, then it's the responsibility of the Mayor/Mayor's Office to pay to have the property removed.

Since all of these administrative matters could be handled by the staff:

Action: Commissioner Garlington moved and Commissioner Richardson seconded that the staff be directed to work closely with Director Reid of Whitney Young on each issue and report back to the Commission. Motion passed.

Action: Commissioner Lepana moved and Commissioner Garlington seconded that Mr. Dunn from the Real Estate Dept. be directed to facilitate the distribution of the Whitney Young lease pursuant to the information in Director Reid's report. Motion passed.

Dr. Moses suggested to Ms. Reid that the request to provide space to the Children's Legal Services be put in writing to the Commission and no one be allowed to use (any/part of) Whitney Young's space until the lease is in place.

As a separate issue, Ms. Reid reported that there have been 34 vehicle break-ins since February 28 of this year. These break-in occur at various times, even during the time when a security guard is on the premises.

Commissioner Blanchard asked: Are these break-ins being reported to the police? If so, by calling 911 or reported directly to the District Station? Ms. Reid answered that yes these incidents were reported to the police, both by calling 911 and twice down at the police station. Commissioner Blanchard suggested that the reporting party request passing calls from the SFPD and also contact the Citizen's Patrol to coordinate a patrol walk in the area of Whitney Young.

For the record, Dr. Moses wanted to acknowledge and thank Ms. Reid and the Program at Whitney Young for donating 12 folding tables for use at the E. P. Mills Facility.

X. ADJOURNMENT:

Action: Commissioner Richardson moved and Commissioner Galante seconded to adjourn the Southeast Community Facility Commission meeting at 7:06 p.m. Motion passed.

The next meeting of the SECF commission is scheduled for Thursday, August 8, 1996.



SF
S72
#1
8/8/96

SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Willie L. Brown, Jr.
Mayor

SOUTHEAST COMMUNITY FACILITY COMMISSION

Toye Moses
Executive Director

THURSDAY, AUGUST 8, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

Robbie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

* * **NO SMOKING DURING COMMISSION MEETING** * *

A G E N D A

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- I. Call to Order
- II. Roll Call
- III. Approval of Minutes: July 24, 1996
- IV. Communications
- V. Director's Report: Toye Moses, Executive Director, SECF Commission
- VI. Old Business: Charlie Dunn, Dept. of Real Estate - Update on Leases:
 - 1) Whitney Young Child Development
 - 2) CAHEED @ Captain Shorey
 - 3) Sojourner Truth Child Center/EOC
 - 4) Martin Luther King Child Care/EOC
- VIII. New Business: Report from the Mayor's Office, LaVonne Barnes, Community Liaison
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Weds., Aug. 28, 1996.

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(Chapter 67 of the San Francisco Administrative Code)**

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SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

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3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554- 8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at Glen Park. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, AUGUST 8, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

APPROVED

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbie Brown, commencing at 6:10 p.m.

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II. ROLL CALL

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Commissioners

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Present: Commissioner Esther Blanchard
Commissioner Bobbie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana

Not present: Commissioner Linda Richardson

Staff Present: Charlie Dunn, Real Estate Dept.; John Cooper, City Atty.
Office; Toye Moses, Exec. Dir., Southeast Community Facility
Commission; Kathy Basconcillo, Sec., SECFC;

Guests Present: Evangela Williams, McDonald's Corp.; Al Williams, Consultant;
Joe Gallaread, SBCDC; James J. Sheesley, ROSES; George Mix,
SBCDC.

III. APPROVAL OF MINUTES:

Pending incorporation of additions and clarifications (pg. 6, Commissioner Blanchard; pg. 3, Dr. Moses, pg. 1, Commissioner Garlington) to the August 8 SECF Commission meeting, the minutes were moved for approval.

Action: Commissioner Garlington moved and Commissioner Galante seconded to approve the minutes of August 8, 1996 minutes. Motion passed.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Combining Communications with the Director's Report Dr. Moses informed the Commissioners that in their folders would be copies of:

1. A Press Release from the Director of Public Works (DPW) announcing the appointment of Marcia deVaughn as Deputy Director of Operations.
2. Letters were sent to the Health Commission and the Police Commission requesting that the SECF Commission be put on the mailing list to receive meeting date, time and location information and any other pertinent Commission information.
3. Letter to the Bayview Repertoire Theatre Company (Attn: Kevin Williams) from the Dept. of Real Estate. Mr. Dunn can elaborate during his report.
4. We received a memorandum from the Commission on the Status of Women asking for information on the Commissioners to update their database. They asked for some personal questions, which we used our own judgment in answering when we sent information in; at this point any additional information we receive can be sent in to augment their survey.
5. This past week we have been working with DPW & PUC on the Work Orders for two repair/upgrade projects here at the Facility. As reported at the previous Commission meeting \$100,000 was made available from Capital Improvement Project Fund to cover the Skyroof project (\$49,000) and the HVAC System upgrade (\$50,000). The allocation of these monies will go through a bid process.
6. We have received a confirmation to attend the Commission's August 28 meeting from Harlan Kelly, the new Deputy Director and City Engineer/DPW replacing Todd Cockburn, to update the Commission on the changes within DPW.
7. A meeting has been scheduled with Director of Public Works, Mark Primeau; Commission President, Bobbrie Brown and myself as Executive Director on Monday, August 19, 1996 regarding the merging of DPW and PUC.
8. Due to the security situation here at the facility, I have been investigating estimates for both the installation of video cameras (about 7 videos for a cost of \$8,000) and hiring two gun-carrying security guards to patrol between 10 p.m. and 7 a.m. (@ \$17.50/hr. each). Commissioners will be kept informed of new developments.

Commissioner Brown asked whether or not the Security Company has contracted with any other facility in the City and Dr. Moses answered that they were security at City Hall and clarified that at this point, we were only in receipt of a bid from Executive Security and no decision has yet been made.

Commissioner Garlington asked whether or not there have been any more break-ins to the facility since the clean-up to the homeless encampment? Dr. Moses answered that there was an attempted break-in about a week ago.

Action: Commissioner Garlington moved and Commissioner Blanchard seconded to accept the Communications/Director's Report. Motion passed.

VI. OLD BUSINESS:

Mr. Dunn from the Real Estate Dept. reported that the draft proto-type for the non-profit tenant leases was sent to City Attorney's office at the end of June; the lease for Whitney Young Child Development Center has been reviewed and sent to the tenant for review and has been distribution to the Commissioners. Two minor mistakes have been reported to the tenant and corrected on the original. A copy of the lease has also been sent to Sacramento for inclusion to the grant package for the State-built fence to be installed on the property.

The EOC Leases (CAHEED, Sojourner Truth and MLK) are also basically prepared have and minor changes have been faxed to the City Attorney's office. Major changes are not expected back. The Rules & Regulations section of the lease (which is being set-up for multi-tenant use) is being coordinated by the Deputy Director just to make sure his comments are incorporated.

Action: Commissioner Blanchard moved and Commissioner Galante seconded to accept the Report from the Real Estate Dept. thereby directing Mr. Dunn to simultaneously send the City Attorney reviewed leases to both the non-profit tenants and the Commission. Motion passed.

VIII. NEW BUSINESS:

Mr. Cooper from the City Attorney's Office reported that Dr. Moses asked him to review the forms currently being used to schedule use of the facilities for compliance to City policy in terms of insurance, liability, hold-harmless clause, etc. As it turns out, this review is very timely since the City as a whole is looking at its use policies at all its schedulable sites (Dept. of Park and Recreation. Currently the Commission has discretion over these issues, but as soon as a City-wide policy determination is made the Commission will be informed. Until such determination the Commission may proceed on a case-by-case basis.

Dr. Moses announced that funeral services will be held for the mother of past-Commission President Sulu Palega on Monday, August 12 in the Community Room from 1 p.m. - 4 p.m.. All Commissioners are invited and encouraged to attend.

IX. PUBLIC COMMENT:

Commission President Brown recognized Mr. Al Williams, consultant to McDonald's franchise owner and neighborhood resident, Mr. Scott Roderick, who comes before the Commission to ask for endorsement of a new McDonald's on what is currently the Tic Toc's site. Mr. Williams explained that the present owner is looking to retire while retaining property ownership and would therefore welcome a lease proposal. A proposal application has been submitted and goes before the Planning Commission on August 22. Mr. Williams and McDonald's representative and projected store manager, Evangela Williams come before the Commission today to: 1) ask for individual endorsement of the proposal and 2) ask that the Commission place the proposal endorsement on the agenda for the next Commission meeting.

The McDonald's proposal plans for the City's first indoor playland area adjacent to the restaurant highlighting a whole family atmosphere. Currently two community organizations, Young Community Developers (YCD) and the Senior's Center have been contacted regarding employment opportunities. Additionally bids have been solicited from two security companies, McCoy's Security and William Kennedy to provide security for this project. If the drive-thru permit is awarded on August 22, construction could start within a couple of months and would be completed by the end of the year (December).

When asked his opinion as to why the previous McDonald's failed at a nearby site, Mr. Williams cited the following:

- the other location was a "take-over" situation with very little, if any, constructive/renovative changes;
- there was not enough parking space and no eat-in space at all;
- inadequate "queing" space (space for cars waiting to place and/or receive orders);
- overall inadequate store space (too small for location);
- insufficient security promoting loitering and posing security problems.

Mr. Cooper, the Commission's representative from the City Attorney's office reiterated that Mr. Williams was correct when he stated that the Commission would not be able to take a vote on a non-calendared agenda item, but that Commissioners could endorse the proposal individually at this time. The Commission would be able to take a vote on endorsement at the meeting the where it is calendared.

The Commission directed the staff to place the McDonald's proposal endorsement on the agenda for the next (August 28, 1996) Commission meeting.

X. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Knox seconded to adjourn the Southeast Community Facility Commission meeting at 6:56 p.m. Motion passed.

The next meeting of the SECF commission is scheduled for Wednesday, August 28, 1996.



SF
S72
#1
8/28/96
SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Willie L. Brown, Jr.
Mayor

SOUTHEAST COMMUNITY FACILITY COMMISSION

DOCUMENTS DEPT.

Toye Moses
Executive Director

WEDNESDAY, AUGUST 28, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

AUG 22 1996

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Robbie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Gregorio Lepana
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes - August 8, 1996
- IV. Presentation - 1) Hon. Willie B. Kennedy, Admin. Officer, Transition Development Corp./Hunter's Point Shipyard
2) Al Williams/Scott Roderick: McDonald's Proposal
- V. Communications
- VI. Director's Report - Toye Moses, Executive Director, SECF Commission
- VII. Old Business -
Charlie Dunn, Dept. of Real Estate - Update on Leases: Whitney Young Child Development; CAHEED @ Captain Shorey; Sojourner Truth Child Center/EOC; Martin Luther King Child Care/EOC; Bayview Repertory Theater
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Sept. 12, 1996.

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7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.

ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

PLEASE JOIN US IN A MEETING

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

INVITES

WILLIE B. KENNEDY

**ADMINISTRATIVE OFFICER FOR
TRANSITION DEVELOPMENT AT
HUNTER'S POINT SHIPYARD**

SPEAKING ON

**HUNTER'S POINT SHIPYARD,
STRUCTURE AND ORGANIZATION**

**WEDNESDAY, AUGUST, 28 1996
6:00 P.M. - 8:00 P.M.**

**SOUTHEAST COMMUNITY FACILITY
COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE
SAN FRANCISCO**

**DO NOT MISS THIS OPPORTUNITY TO HEAR
WHAT IS GOING ON IN YOUR COMMUNITY**

**INVITE YOUR FRIENDS AND
NEIGHBORS !!!**

PLEASE PARK YOUR CAR ON THE STREET. DO NOT PARK IN THE COLLEGE PARKING LOT.

FOR MORE INFORMATION, PLEASE CALL TOYE MOSES, EXECUTIVE DIRECTOR, SOUTHEAST
COMMUNITY FACILITY COMMISSION AT (415) 821-1534.

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SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Esther Blanchard
Thomas Galante
Echel Garlington
John Knox
Rogelio Lepana
Linda Richardson

WEDNESDAY, AUGUST 28, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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OCT 13 1996

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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbrie Brown, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Bobbrie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Excused: Commissioner John Knox, Vice President

Staff Present: Charlie Dunn, Real Estate Dept.; John Cooper, City Atty.
Office; Toye Moses, Exec. Dir., Southeast Community Facility
Commission; Kathy Basconcillo, Sec., SECFC;

Guests Present: Willie B. Kennedy, TDC; Evangela Williams, McDonald's
Corp.; Al Williams, Consultant; Johnny Brandon, SF
Independent; Algerine Clayton, Res. to Res. Committee;
Pervis Rayford, Resident; Betty McGee, SBCDC.

III. APPROVAL OF MINUTES:

The minutes of the August 28 SECF Commission meeting were moved for approval.
*Action: Commissioner Richardson moved and Commissioner Garlington seconded to
approve the minutes of August 28, 1996 minutes. Motion passed.*

IV. PRESENTATION:

After greeting and thanking the Commission for inviting her to speak, Willie B. Kennedy, Administrative Office for the Transition Development Corp. of the Hunter's Point Shipyard presented the following information:

Hunter's Point Shipyard is located in the southeast corner of the City and consist of about 500 acres of land that has been in maritime use since the 1860's. It was acquired by the Navy in 1940.

Hunter's Point shipyard remained an active naval base until 1974 when it was placed in industrial reserve. In 1976 the Navy leased most of the facility to AAA Machine Shop which it operated as a commercial shipyard. AAA sub-leased many of the buildings on the base to small businesses, artists and artisans before the Navy terminated AAA's lease in 1986. The shipyard is presently a federal facility which has been placed on the national priorities list by the Environmental Protection Agency making it a Super Fund Site.

In addition to being a Super Fund Site, in 1991 the Base Realignment Closure Commission determined Hunter's Point Shipyard should be declared surplus and closed the shipyard. In 1991 Congressman Pelosi offered legislation which directed the Dept. of the Navy to lease or sell at least one-half of the 500 acres Hunter's Point Shipyard to the City of San Francisco. In April 1993, the Board of Supervisors approved this survey area of the shipyard and directed the Redevelopment Agency to negotiate with the Navy for the transfer of the shipyard to the City; and in November of 1993 a planning team was selected to assist in the transportation, environmental, socio-economic development, real estate economics planning and communications.

The planning team worked closely with the Mayor's Unemployment Citizens Advisory Committee to gather citizen input about the needs, desires and use of a facility that has had little or not positive impact on the surrounding comity for twenty years. After a two year planning process the team produced a draft re-use plan for the Hunter's Point Shipyard. It is a mixed-use plan that features nearly 100 acres of land for industrial research, development and other uses. The plan includes space for the existing artist community, and related retail space for cultural use and open space for recreational facilities as well as 1300 residential units.

In January and February of 1995 the draft plan was endorsed by the CAC Planning and Redevelopment Commission. On March 5, 1995 the draft re-use plan was endorsed by the Board of Supervisors and in February, 1996 the Board approved a resolution endorsing the creation of a public benefit corporation to represent the South Bayshore Community and the Leasing Management of Hunter's Point Shipyard.

In March of 1995 members and staff of Hunter's Point Shipyard Community Advisory Committee established the Transition Development Corporation (TDC), a non-profit public benefit corporation, and in May of 1996 the Agency provided a grant to the TDC to hire an administrative officer and to complete the formation of the corporation. The TDC, a non-profit corporation created at the request of the Board of Supervisors to assist the Redevelopment Agency in the transition of the Hunter's Point Naval Shipyard. Ever since the full development of the City and County of San Francisco, which spanned more than 100 years have we had the pleasure of developing so much land. It is both challenging and exciting.

The specific purpose of the TDC is to raise the economic, educational and social levels of San Franciscans and in particular the residents of the Bayview-Hunter's Point Community who are substantially unemployed and underemployed or whose incomes are below poverty guidelines. We will promote the expansion of educational and economic opportunities and we will focus on eliminating sickness, poverty, crime and the environments as well as the ethnic and racial tension, prejudice, discrimination and economic freeze-out.

We are working towards opening opportunities for the residents of the Bayview-Hunter's Point to own, manage and operate businesses. We will help them to develop entrepreneurial and management skills for the successful operation of better business enterprises, and assist the interested entities and groups in obtaining financial support of their resources. Another important factor in achieving TDC's goal is to expand opportunities for the citizens of the Bayview-Hunter's Point to obtain training in employment for the jobs that will be available at the Shipyard.

Last but not least there will be an expansion of opportunity of home ownership, of low-cost housing construction to provide decent, safe and sanitary for families of low-income. And this should occur in the first phase of the Plan.

The Shipyard has been divided into five parcels, "A" through "E", for toxic clean-up and transfer purposes. Parcel "A" is the first site which has been cleaned of toxic contamination and readied for transfer. The Agency is negotiating a Purchase Agreement with the Navy for a 50-acre site which may be expanded to 90 acres. It is designated for residential use. Along with the Purchase Agreement the Agency is negotiating an Option Agreement for the other whole parcel. Parcel A would be transferred first to the Agency at no cost until the Master Lease is signed. Hopefully, we can look forward to the Master Lease being signed sometime shortly after the first of the year. In other words TDC is looking forward to the day that the Hunter's Point Shipyard is transferred to the City and County of San Francisco.

It will not be tomorrow, mind you, but we will be preparing establishing training programs and contract opportunities for groups and individuals to work, live and establish businesses at the Shipyard. All of this, however, is subject to negotiation with the Redevelopment Agency.

Plans are to put cultural and institutional facilities, research and development, industrial mixed-uses and residential development at the Shipyard. It will be community within a community; a challenge but again, it must be done. The residents of the Bayview-Hunter's Point have been subjected to promise after promise and now its time to not only talk that talk but walk that walk. The opportunity is here and the time is now.

Then Ms. Kennedy thanked the Commission again for allowing her to make this presentation and Commission President Brown opened the floor for questions and answers:

Ms. Kennedy was asked about the size of the TDC staff, to which she replied that currently she was the only staff, as Administrative Officer, but that about five staff would eventually come aboard once the contract is signed with the Redevelopment Agency. Currently TDC is sharing space with the South Bayshore Community Development Corp., but expects to move into offices at the Shipyard once the Navy moves out.

Ms. Brown also asked if Ms. Kennedy was the person solely responsible for planning and implementation of this project to which Ms. Kennedy replied: it is anticipated that the rest of the staff would also do that once they come aboard, but the TDC is currently searching for a funding source.

At this point Commission President Brown stated that this was an inspiring and exciting project in this neighborhood and thanked Ms. Kennedy for her presentation.

Then Ms. Brown introduced the next presenters: Al Williams, consultant for Scott Roderick (McDonald's franchise owner) and Evangela Williams, current McDonald's manager/proposed new-site manager and neighborhood home-owner.

This is a follow-up presentation to last Commission meeting where the presenters requested Commission endorsement of a proposal for a new McDonald's on the site of the present Tic-Toc's on Third Street. Ms. Williams began the presentation explaining that the hearing before the Planning Commission for a "drive-thru" permit has been moved to Thursday, Sept. 12 (from Aug. 22) and the presenters would like to take a letter of endorsement from this Commission to the Planning Commission.

Regarding Commissioner Garlington's question as to whether or not there would be outdoor as well as indoor seating at the new facility; Ms. Williams answered there will be tables with access to the outside, but if it facilitates loitering and other activity that McDonald's does not stand for (selling drugs, defacing property, etc.) we will convert it back to indoor-only access.

Ms. Williams stated that regarding the subject of location security, the process has been open to accept additional bids for security and currently bids have been received from Williams Forbes Co., McCoys's Patrol, and Kennedy, Inc. Security.

Commissioner Lepana asked if McDonald's was making a commitment to staying in the Bayview-Hunter's Point regardless of problems and Ms. Williams stated that Yes, McDonald's is committing to staying regardless. The investment in the Playland is estimated at \$8,000, the first indoor McDonald's playland in the City of San Francisco.

Commissioner Brown then asked: What community are the builders/contractors from (is the architect from this Community)? Ms. Williams answered: the sub-contractor is from this community. Mr. Williams added: the design is the standard McDonald's corporate design so most of it is boilerplate. Plant Construction is the general contractor but there is a minority sub-contractor who will be doing most of the on-site work for the project.

Additionally Commissioner Brown asked if people from this Community will be hired to build/construct the project, because before what has happened is that we've been told that people from the Community are hired (and in fact maybe 1 or 2 are), but the majority are usually not from within the Community. Mr. Williams answered that the sub-contractor will hire a maximum of people from this Community. Ms. Brown asked what the required percentage of Community hirees is; Mr. Williams answered that there is no specific percentage requirement; but the standard generally ascribed to by most City agencies is 26.9% (minorities, and 6.9% women).

Then (resident) Algerine Clayton, audience-member expressed that Southeast Sector residents are concerned that in the past promises have been made to the Community for jobs in the beginning (planning, design, construction) phase of projects and even permanent jobs when the project is completed; however those promises never materialized. Maybe community people are brought aboard originally to use their names to placate us, then the jobs disappear or these people are not permanent. Therefore we would like the commitments in writing; we'd like to know what statistics are used for staffing (minorities, disabled persons, etc.).

Commissioner Blanchard then asked: a) who is the primary contractor; b) who is the sub-contractor; c) in terms of jobs, and d) in terms of jobs, other than YCD if you can't get qualified people from YCD, who in this Community are you going to for employee referrals? Ms. Williams response to c) "I have already been to St. James Church and talked to Rev. Michael who has already announced he will be screening applicants from his congregation for me to take a look at for hiring. Also I have contacted Dr. Walker, Pastor of True Hope Church of God in Christ, who will do the same."

Mr. Williams' response to a) Plant Construction is the general contractor; b) the name of the sub-contractor escapes his right now but he can get that information.

Commissioner Blanchard expressed her concerns regarding the generality or vagueness of who the contractors are - that while some in the community know who the contractors are, some do not; job information (i.e. availability, announcement) should be more widely spread. There are other agencies to go through in terms of getting possible employees and we want to see it more dispersed in the Community so the whole Community has an opportunity as opposed to just special groups that are constantly getting contacted. When that happens we/the Community never sees the changes in terms of getting the jobs where everyone has an opportunity to apply for them."

Mr. Williams responded that in terms of the employment situation, YCD was referenced primarily because they are a funded organization to provide those specific services (employment referral) to the Community. But the process will not be limited to just that resource, anyone that's interested can apply for these jobs.

Commissioner Blanchard stated there is a public perception of the lack of job opportunity, including contractors. An effort needs to be made to be published in the local papers (Independent, New Bayview, Community Group newsletters, etc.) and otherwise well-distributed.

Commissioner Richardson just asked to piggy-back on the expressed concern of Commissioner Brown about jobs promised to the Community and then not follow-through and to please keep us (the Commission) informed as to the employment opportunities for the Community.

Commissioner Garlington reiterated the suggestion to publish employment opportunity information in the local papers and work closely with YCD. Ms. Williams said that McDonald's objective is to hire people from with the Community and they currently working with YCD and the Senior Center to get people that want to work. This is a family-oriented, community-oriented McDonald's not a come in, get your food and get out McDonald's.

Dr. Moses wanted to stress that there exists an almost 63% unemployment rate in this Community. This Community needs job opportunities. As in other neighborhoods, McDonald's seems to hire from within the communities; we in the Bayview would like some assurances that employment opportunities be reserved for our neighborhood residents and once hired, be trained and retained in McDonald employment. Williams stated that this was observation of hiring, training and retaining employees within a community was in fact a sentiment shared by McDonald's. It is just good business sense and more cost efficient to hire and keep people over along term instead of hiring and retraining frequently.

After extensive discussion, Commissioner Brown suggested that there are great concerns about anyone coming into the Community because of the past history of "being taken" even though we were assured contractors would hire from within the Community. It is not acceptable that we do not know who the contractors are simply because the people from the Community do not get hired, they do not get employed.

In order for the Commission to support/endorse a proposal for a project within the Community, we don't want to represent the Community in a way that makes the Commission look as if we did not take these things into consideration. We are asking for more than a token representation of this Community.

Upon further discussion:

Action: Commissioner Galante moved and Commissioner Garlington seconded that a letter of support for the McDonald's proposal be given to McDonald's to present at the permit hearing with the Planning Commission on the condition that the following stipulations be met: a) a guarantee that at least 33% of the 50 original employment opportunities be reserved for 94124 residents; b) the name of the minority sub-contractor be provided to the Commission; c) assurance that construction workers be hired from within the Community and every effort be made to document and retain them for the duration of the construction project; and d) a percentage of the gross annual profits will actually be re-invested within the Community. Motion passed.

Mr. Williams wanted to clarify for the record that this letter of endorsement with its stipulated conditions would be sent to McDonald's to be presented/used at the Planning Commission hearing. Mr. Williams also wanted to clarify that in his capacity as consultant and Ms. Williams in her capacity as proposed store manager, could not on their own accept these conditions, but would take them to Mr. Roderick as the McDonald's franchise owner for presentation at the Planning Commission hearing.

Both John Cooper and Charles Dunn agreed that the proper course of action for the Commission to take is to copy the letter of endorsement to the Planning Commission with the stipulated conditions, so these conditions may be taken into consideration at

the hearing; and if McDonald's cannot agree to these conditions, then the endorsement letter is null and void - a compromise is not acceptable.

Commissioner Brown asked both Mr. Williams and Ms. Williams if they would extend an invitation to Mr. Scott Roderick to attend a Commission meeting. Mr. Williams said he would try to get him to attend the next Commission meeting right after he is finished from the Planning Commission meeting of the same evening.

V/VI. COMMUNICATIONS and DIRECTOR'S REPORT:

SECF Executive Director Dr. Moses informed Commissioners that in their Commission packets they would find copies of:

- 1) a letter from Director of Public Works, Mark Primeau, regarding the meeting with himself, SECF President Brown and Dr. Moses;
- 2) a letter also from Director of Public Works, Mark Primeau, informing all Dept. Heads that officially the SECF reports under the Public Utilities Commission;
- 3) a letter from Dr. Waldemar Rojas asking for permission to use the space in back of E. P. Mills Community Center to place temporary bungalows in the back of the facility;
- 4) a flyer for the event being co-sponsored by the SECF for a "Back to School, Youth Celebration Day on Saturday, August 31;
- 5) a letter from Southeast Community College Dean Brown requesting information on the status of the Culinary Program;
- 6) an announcement from the SFPD Police Commission regarding their next Commissioners meeting (there has not been any response yet from the Health Commission, but expect one soon).

Dr. Moses then proceeded to inform the Commissioners that the following activities transpired during this reporting period:

1. The Commission President, Bobbie Brown and myself had a get acquainted meeting with Mr. Mark Primeau, Director of Public Works. The issues of the SECF Commission and its place in the functions of the PUC/DPW during and after the transition was discussed. I shall keep the Commission abreast of any new developments.

2. Met with Dr. Rojas, Superintendent of Schools to discuss his request for the possibility of temporarily using the open land adjacent to E.P. Mills Community Center for Gloria R. Davis Middle School. Due to the urgency associated with the request, I am recommending that the Commission approve the request to accommodate Gloria R. Davis Middle School's need. (Only about 5% of the land not being used by E.P. Mills Community Center falls under the jurisdiction of the SECF Commission, the other 95% falls under the SF Redevelopment Agency which has already given their approval.)
3. A live radio show was broadcast from the Community Room on Monday, Aug. 26 between 9 a.m. - 12 noon. The issues of Housing, Crime and Jobs in the neighborhood were discussed. Commissioners Garlington and Blanchard were in attendance as well as a good number of Southeast residents.
4. The Bayview Community Youth Summit will be at our facility on Thursday, August 29, 1996 between 6 p.m. - 9 p.m. Mayor Brown, Supervisor Yaki and Superintendent Rojas cordially invite every to attend.
5. The Mayor's Office of Housing plans community meeting on Housing on Monday, September 9 at 6 p.m. Mayor Brown is expected to be in attendance and an invitation is extended to the Commissioners.
6. The Southeast Youth Celebration Day Committee in conjunction with PG&E will mini-co-sponsor with Rag Top Posse's picnic "Back to School" event on Saturday, August 31 at Martin Luther King Pool/Park at Third and Carroll Streets from 9 a.m. - 3 p.m. Everyone is invited.
7. I will be on vacation from September 3 through September 6, 1996 (returning to work on Monday, Sept. 9, 1996).

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Communications/Director's Report. Motion passed.

Commissioner Garlington asked for some explanation of item #2 in the Director's Report since during this past week an emergency Facilities Subcommittee meeting was first requested to meet, then canceled, now the same issue has come before the full Commission. Dr. Moses explained that the original request to meet was made when he first learned that the SF Unified School District Board of Trustees would make the use of E.P. Mills property request of the Commission after their meeting last Sunday with the Gloria R. Davis Parents Association; however, another "solution" was settled on at that meeting. Apparently that "solution" did not work out and it seems the E. P. Mills plan is being re-considered.

In response to Mr. Dunn's question, Dr. Moses explained that property access would be through Hudson Street, thereby having no impact of accessibility, right-of-way, etc. on existing tenants to the property.

Action: Commissioner Richardson moved and Commissioner Lepana seconded to allow the San Francisco Unified School District to temporarily use the 5% of land under their jurisdiction at E. P. Mills Community Center for relocation of Gloria R. Davis Middle School during this emergency situation. Motion passed.

As far as Commissioner's request to invite Dr. Rojas to the next Commission Meeting, President Brown informed the Commission that part of the school is being held at Providence Baptist Church, where Ms. Brown is also the President of the Board of Trustees. Providence Board of Trustees met last evening (Tuesday, August 27) and approved the use of their Educational Building through Sept. 13. Also, Dr. Tony Anderson is the Gloria R. Davis School Relocation Project Coordinator and any question that would be posed to Dr. Rojas may be more appropriately posed to Dr. Anderson. Therefore staff is directed to get more information before an invitation is extended to Dr. Rojas.

For the record, the SECF Commission is very concerned with the safety of our children and toxin levels in our Community especially in our schools, and we would like to acknowledge that such programs, like the asbestos and lead clean-up programs were started around the efforts of Commissioner Richardson.

VII. OLD BUSINESS:

As an unrelated point of information, today will be Mr. Cooper's last SECF Commission meeting. Mr. Cooper, who has been the Commission's City Attorney appointee has been asked to take on a full time case representing the San Francisco Fire Dept. and Fire Chief Bob Demmons. However, Mr. Cooper will stay active with SECF Commission business until a replacement appointee has been named and brought up to speed (on at least three Commission projects he has been working on).

Commissioner Richardson moved to send a letter of recommendation of the work Mr. Cooper has done for the Commission to City Attorney Rene. Motion passed by acclamation, and staff was so directed.

Regarding the letter from Dean Brown asking for an urgent response of information on the Culinary Project, Dr. Moses suggested a meeting of the Chair of the Facilities Committee, and the SECF Commission President, to work in conjunction with Charlie Dunn and himself work out a response to the letter. Dr. Moses was directed to set up the meeting.

Asking for a point of clarification, Commissioner Blanchard requests that, due to the "time that has lapsed (over seven years) since the we have been dealing with this problem, that may we go bank and re-establish if this Community in fact wants a Culinary Program now -- a lot of time has gone by and things have changes and not I'm seeing in the Community people wanting to get into computer things. And I think we need to let the Community know what happened, why we are doing it and then get a really good assessment of whether they want it (Culinary Program) -- do they (Community) want it or not. If they don't want it, another suggestion for the capital outlay of the grant/funds would be to use it for upgrading the computer labs at Southeast Community College.

President Brown explained that at the time the monies were set aside, they were specifically ear-marked for Culinary Proposal and could not be used for anything else. It would either be used for the purpose specified or go back to the State.

As a second question, Commissioner Blanchard asked what happened to the equipment that City College said they purchased for their other Culinary Program that were "not doing as well as they expected". Commissioner Brown further explained that in fact the other Culinary Program are doing just fine as far as participation and enrollment and there was no excess equipment sitting around.

Update to SECF Commission tenant leases: Mr. Dunn is pleased to report that the balance of the tenant leases were sent to tenants just this morning for signing or feed-back and turned over copies to the staff for duplication and distribution to Commission for review. Whitney Young Child Care Development lease was delivered two weeks ago to Director Reid, but we have not yet heard back on the lease.

Based on a report from Commissioner Blanchard at last Commission meeting, President Brown asked Commissioner Blanchard to hold a Health, Housing and Personal Safety Committee with Whitney Young Director Reid regarding the issues she raised at the Commission meeting and report back to the Commission.

As a short update to Ms. Reid's concerns, Commissioner Blanchard informed the Commission of the following:

- Dr. Moses and Commissioner Blanchard walked-through the facility to monitor for safety and got Ms. Reid's input regarding the incidents occurring on the premises;
- ROSES citizens patrol was by there yesterday to make observations;
- an appointment will be made with Capt. Harper and Community Office Yulanda Williams to meet with all involved persons (that seem to know times and dates of these occurrences) and work out something agreeable to everyone;
- an effort will be made to involve the Parents Association because apparently some of this crime is due to parents not following safety precautions; and

- SAFE may be invited to participate (to provide security surveys, etc.) to help educate the public, parents in not making themselves a victim.

VIII. NEW BUSINESS: No new business was presented at this time.

IX. PUBLIC COMMENT:

Gloria R. Davis (GRD) Middle School Parents Association President, Diane Mooring asked to comment of the status of their school's situation. The Parents Association is very concerned about of the San Francisco Unified School District's cavalier attitude towards the safety and health of the children at GRD.

They are concerned because Dr. Roja's office first schedules then cancels meetings with us; has promised us a letter of intent for an Industrial Hygienist, but has yet to give us one; we found an Industrial Hygienist which they will not contract with; originally informed us that we could not use the bungalows because they are not in any condition to use, he did not inform us that they were being refurbished, we had to fly down to see for ourselves; then he told us they could not be certified for use due to the accessibility laws, we found out all that had to be done is to have ramps built.

Our children did not start school with every other San Francisco child this year. We have constantly been dealing in good faith with Dr. Rojas who I cannot say the same about. Dr. Tony Anderson gives us information they want us to get which is not always truthful. The NAACP attorney told us that 3-4 years ago Dr. Rojas knew the GRD building was contaminated. They are not acting with our children's best interest at heart and we are very concerned about this.

Four site have been opened for GRD educational purposes: Providence Baptist Church, Ingleside Presbyterian Center and Visitation Youth School. We have asked repeatedly for Dr. Rojas to tell us what his plan is - the information we get only comes after the fact, like pulling teeth. Our children are still not in school, is Sept. 16 a realistic date to put our children in school. We have been called "a bunch of hysterical women", we are concerned parents. Anything you as a Commission can do to assist us in our plight would be greatly appreciated.

After some discussion, Commissioner Richardson suggested the Commission invite: Steve Philips, Keith Jackson and Dr. Rojas/Dr. Tony Anderson to answer questions on this issue. Staff was directed to look into Dr. Rojas' schedule for possible invitation to next Commission meeting. The Facilities Committee could investigation this further.

As an update to the previous request to get the name of the minority sub-contractor: Marinship Contractors.

X. ADJOURNMENT:

Action: Commissioner Galante moved and Commissioner Blanchard seconded to adjourn the Southeast Community Facility Commission meeting at 7:55 p.m. Motion passed.

The next meeting of the SECF commission is scheduled for Thursday, Sept. 12, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

llie L. Brown, Jr.
Mayor

ye Moses
Executive Director

bbie Brown
President

ther Blanchard
omas Galante
hel Garlington
hn Knox
ogelio Lepana
nda Richardson

SF
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#1
9/12/96

THURSDAY, SEPTEMBER 12, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

DOCUMENTS DEPT.

SEP 06 1996

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- I. Call to Order
- II. Roll Call
- III. Approval of Minutes - August 28, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Old Business -

Charlie Dunn, Dept. of Real Estate - Update on Leases: Whitney Young Child Development; CAHEED @ Captain Shorey; Sojourner Truth Child Center/EOC; Martin Luther King Child Care/EOC; Bayview Repertory Theater

- VII. New Business
- VIII. Public Comment
- IX. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., Sept. 25, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE
SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821-1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554- 8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at Glen Park. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

THURSDAY, SEPTEMBER 12, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

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OCT 13 1996

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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbrie Brown, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Bobbrie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Not Present: Commissioner John Knox, Vice President

Staff Present: Robert Bryan, City Atty. Office; LaVonne Barnes, Mayor's Office; Toye Moses, Exec. Dir., SECFC; Kathy Basconcillo, Sec., SECFC;

Guests Present: Joe Gallaread, SBCDC; Algernon Dedmon, Neighborhood Safety Partnership; Harlan Kelly, Dep. Dir./DPW; Diana Oertel, SBCDC; George Mix, SBCDC; Calvin Davis, Resident

III. APPROVAL OF MINUTES:

Approval of the August 28 SECF Commission meeting were tabled until next Commission meeting, pending review of the Commissioners.

Before actually getting into the Commission meeting proper, Commission President Brown requested that in order to be heard (and for the record) speakers talk into the microphone closest to them and identify themselves.

As a point of information, City Attorney Louise Renne came to introduce Mr. Robert Bryan who replaces John Cooper as the City Attorney appointee to the Commission. The Commissioners welcomed Mr. Bryan, who has extensive background experience in contracts and negotiations for leases, and he declared that his services were at the Commission's disposal.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Before getting into his joint Communications and Director's Report, Dr. Moses asked to introduce Harlan Kelly, Jr., Deputy Director DPW - Engineering. Mr. Kelly stated that as the only black, licensed engineer in DPW, the direction of DPW is changing in that there now exists a need to diversify the workforce. He also offered his services to the Southeast Community Facility.

Combining Communications with the Director's Report Dr. Moses informed the Commissioners that in their folders would be copies of:

1. A Memorandum from Ann Carey regarding the response to the Civil Grand Jury Report which recommends that the "Southeast Community Facility should evaluate methods for becoming self-funding". As the Commission is aware, the Facility's funding - which comes from the Clean Water Program's Sewer Tax and the nominal rental fees from the tenants - does not quite cover the operating expenses for the facility which are close to \$500,000. Therefore, we are working closely with the City Attorney's office for the response to the Civil Grand Jury Report and will keep the Commission apprised of all developments.
2. A comprehensive letter to Anson Moran, the General Manager of Public Utilities Commission informing him of the background and purpose of the Southeast Community Facility and E.P. Mills Community Center.
3. A letter from Louise Renne regarding the assignment of Robert Bryan to replace John Cooper as the Commission's representative from the City Attorney's Office.

4. A press release from the San Francisco Housing Development Corp. updating the status of the Senior Housing Project and announcing the joint venture between Nibbi Brothers Construction and neighborhood-based, minority-owned Marinship.
5. Announcement flyer from the South Bayshore CDC inviting the public to hear Mr. Clifford Graves, Executive Director of the SF Redevelopment Agency at the next Board of Directors meeting.

Dr. Moses then moved into the Director's Report and stated that the following activities transpired during this reporting period:

1. Had conversation with Dr. Tony Anderson, Asst. Superintendent of the San Francisco Unified School District, regarding the open space at E.P. Mills Community Center. He informed me that the School District will not be needing the open space for Gloria R. Davis Middle School. The School District is negotiating with the landlord at 1550 Evans Street for temporary relocation.
2. The Southeast Youth Celebration Day Committee in conjunction with PG&E had its third annual "Back to School Stop Violence" event on Saturday, August 31, 1996 at Martin Luther King Swimming Pool in the Bayview-Hunter's Point. It was well-attended with over 1000 young people and adults present. Myself and LaVonne Barnes from the Mayor's Office distributed school supplies to the children present.
3. Alex Pitcher of DPW and Bill Keaney of Water Pollution Dept. met with Anson Moran, PUC General Manager to discuss the status of the Southeast Community Facility Commission in relationship to the merging of the Clean Water Program and the PUC. The meeting was very informative and Mr. Moran wants to attend a future Commission meeting. I recommend we invite him to the October 23 SECF Commission meeting.
4. Mayor Brown was at the Southeast Community Facility on Mon., Sept. 9, attending a Town Hall meeting with the residents regarding public housing.

Actions: a) Commissioner Garlington moved and Commissioner Lepana seconded to invite Mr. Anson Moran, PUC-GM to the Commission meeting of Wednesday, October 23, 1996. Motion passed. b) Commissioner Richardson moved and Commissioner Galante seconded to receive the Director's Report. Motion passed. c) Commissioner Garlington moved and Commissioner Galante seconded to direct the staff to look into the availability of the Clean Water Program Citizen's Advisory Committee to meet with the Commission to discuss budget procedures under the PUC. Motion passed.

VI. OLD BUSINESS:

The Commissioners have received copies of the EOC Leases (CAHEED, Sojourner Truth and MLK) and the lease for Bayview Repertory Theater for review. Dr. Moses suggested that if the Commissioners do not have questions regarding the leases, then they direct the Real Estate Dept. to proceed with leases.

Action: Commissioner Galante moved and Commissioner Blanchard seconded to direct the Real Estate Dept. to proceed with the leases for: CAHEED, Sojourner Truth, Martin Luther King, and the Bayview Repertory Theater. Motion passed.

Dr. Moses updated the Commission regarding the Commission's letter of endorsement of the McDonald's proposal which goes before the Planning Commission this evening:

- I have called Mr. Scott Roderick, as owner of this McDonald's franchise to discuss the terms of the Commission's letter of endorsement, but he has not yet returned my calls.
- I have met with Derrick Smith, a Stanford graduate, of the neighborhood-based, minority-owned business, Marinship Construction Services, that is proposed to build the proposed McDonald's on Third Street. We now have on file in the Commission office information on this business.
- Regarding the Commission's letter of endorsement of McDonald's guarantee that 33% of the first 50 jobs be reserved for Bayview-Hunter's Point residents: the letter is ready to go to the Planning Commission, but is on hold until we hear back from Mr. Roderick that he accepts this condition.
- This morning Mr. Williams, the McDonald's proposal consultant, in an effort to contact Commission President Brown regarding this proposal, left the message that the Planning Commission would continue the McDonald's proposal until their next meeting.
- Ms. Williams, the proposed McDonald manager, stated that she would convey to Mr. Roderick the importance of meeting with the Commission; however, he has not yet contacted us despite several messages that were left for him. Therefore, this topic should be tabled until the next meeting and Commissioners will be informed of any developments.

As an update to Old Business items from last Commission meeting:

- Commissioner Blanchard informed the Commission that the Health Commission has begun sending their schedule of meetings and will ask staff to duplicate and distribute to each Commissioner.
- As per the Commission's request, both Dr. Rojas's and Steve Phillips office have been contacted about scheduling them to attend Commission meetings. We are waiting to hear back from them.
- The letter of recommendation for John Cooper to City Attorney Louise Renne is in progress.
- An invitation to Fire Chief Bob Demmons to present at a future Commission meeting is also in the works.

- We are also in the process of scheduling a meeting regarding Dean Brown's request in relationship to the Culinary Program.

As a Special Assistant from the Mayor's Office, LaVonne Barnes reported:

- Met yesterday with Mr. Jim Bruno of the Planning Commission to review some of their projects for the City's southeast corridor. One of the projects is the Beautification of the Southeast Sector. Since I have been contacted by the Organizing Committee for this project, I will also be attending some of the other community organizations meetings to share the plans with them and get their input. One of the major items of this Beautification project centers around the Alemany Circle down to the CalTrain tracks.

Commissioner Garlington asked about the specific area of the beautification project and Ms. Barnes explained that the targeted area for this particular project is the bare areas around the freeways (where the retrofitting construction was) and not so much the residential areas.

- I have also begun discussion with Dr. Moses about October being "Breast Cancer Awareness" month and disseminating information/literature around the BVHP Community and maybe having a unit at this site.
- Then beginning October 27 is "AIDs Awareness Week" with an educational and outreach program at the Kiska Recreation Center, any support the Commission can give in that direction would be appreciated.

VIII. NEW BUSINESS: There was no new business presented at this Commission meeting.

IX. PUBLIC COMMENT:

Commissioner Garlington announced that the Southeast Campus had a Crab Feast fundraiser last Friday (Sept. 6) which was very successful and well-attended.

George Mix, Executive Director of the South Bayshore Community Development Corp. informed the Commission that there are some issues, quite serious in nature developing between the San Francisco Redevelopment Agency and the South Bayshore CDC. These issues will be addressed at the next SBCDC Board of Directors meeting by Mr. Clifford Graves of the Redevelopment Agency and everyone is urged to attend.

Two important issues on the agenda are a) Section 8 on Hunter's Point Hill; and b) concern that Hunter's Point Hill Residents will not be able to vote in this election.

Southeast Community Facility Commission Meeting
September 12, 1996

Dr. Moses asked Ms. Barnes to assist in inviting the Mayor to attend Commission meeting in the style of a Town Hall meeting with his Dept. and Bureau heads to answer questions from the Community. This assistance could be in the form of confirming a specific date with his office. Ms. Barnes agreed to check with his office to see what could be arranged.

X. ADJOURNMENT:

Action: Commissioner Richardson moved and Commissioner Lepana seconded to adjourn the Southeast Community Facility Commission meeting at 6:54 p.m. Motion passed.

The next SECF Commission meeting is scheduled for Thursday, September 25, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

DOCUMENTS DEPT.

Willie L. Brown, Jr.
Mayor

SOUTHEAST COMMUNITY FACILITY COMMISSION

SEP 18 1996

Toye Moses
Executive Director

WEDNESDAY, SEPTEMBER 25, 1996 - 6:00 P.M.
1800 Oakdale Avenue, Community Room
San Francisco, California 94124

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Robbie Brown
President

Esther Blanchard
Thomas Galante
Beth Garlington
John Knox
Gogelio Lepana
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted
by completing an information card and giving it to the Secretary who
will schedule testimony during the appropriate agenda item.

SF ** NO SMOKING DURING COMMISSION MEETING **

S72

#1

9/25/96

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes - Aug. 28, 1996 and Sept. 12, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Committee Report - Esther Blanchard, Chair, Housing, Health & Public Safety Committee
- VII. Old Business -

Charlie Dunn, Dept. of Real Estate - Update on Leases: Whitney Young Child Development; CAHEED @ Captain Shorey; Sojourner Truth Child Center/EOC; Martin Luther King Child Care/EOC; Bayview Repertory Theater
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Oct. 10, 1996.

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(Chapter 67 of the San Francisco Administrative Code)**

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5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at Glen Park. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

WEDNESDAY, SEPTEMBER 25, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

DOCUMENTS DEPT.

OCT 18 1996

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Bobbrie Brown
President
Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbrie Brown, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Esther Blanchard
Commissioner Bobbrie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner Rogelio Lepana

Not Present: Commissioner John Knox, Vice President
Commissioner Linda Richardson

Staff Present: LaVonne Barnes, Mayor's Office; Robert Bryan, City Atty. Office; Charlie Dunn, Real Estate Dept.; Toye Moses, Exec. Dir., SECFC; Kathy Basconcillo, Sec., SECFC.

Guests Present: Judy O'Neil, Delores Wilson, Sojourner Truth Child Care; Paul Ash, Deborah Self, SF Food Bank; Algernon Dedmon, Neighborhood Safety Partnership; Diana Oertel, SBCDC.

III. APPROVAL OF MINUTES:

Minutes for Sept. 12, 1996 were tabled until Commission Meeting of October 10, 1996. Minutes for Aug. 28, 1996 were tabled until Commissioner Blanchard could meet with staff to make corrections and additions to them. Commissioner Blanchard expressed concerns that the paraphrasing of speakers comments/statements reflect the meaning of the speakers.

Dr. Moses reminded Commissioners that sending out approved Commission meeting minutes were required by law to be done as soon as possible. Therefore, when Commissioners have corrections, etc. to be made to the minutes, staff be contacted immediately to make corrections so minutes can be sent out on a timely basis.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Combining Communications with the Director's Report Dr. Moses informed the Commissioners that in their folders would be copies of:

1. A Memorandum from City Attorney's Office regarding Election Activities by City departments and employees. A five-page explanatory reminder of unlawful and unallowable activities by City employees and use of City resources during Election/Campaign time, including, but not limited to such topics as: rights of off-duty City employees; solicitation or acceptance of campaigns contributions; disclosure requirements, etc.
2. A letter to PUC-GM Anson Moran confirming his attendance at the Commission meeting of Thurs. Oct. 23, 1996.
3. A letter to Hon. Willie Kennedy thanking her for her presentation on Aug. 28, 1996.
4. A letter to McCoy Security requesting Incidents Reports be sent to us on a daily (as-they-occur) basis.
5. A letter to the Chair of the CAC on Waste Water Mgmt. - Rebecca Evans requesting her to invite the CAC members to the Commission meeting of Wed., Oct 23. The letter includes comprehensive background and establishment of the Southeast Community Facility Commission information.
6. Minutes from both the Police Commission and Health Commission as per our request to be put on their mailing list. In the future correspondence from both Commissions will be on file our Commission Office for referral.
7. A letter from the San Francisco Food Bank requesting collaborative use of the facilities at E.P. Mills (auditorium/kitchen) with current tenant Whitney Young to run the six-week "A Full Plate" program.

Dr. Moses recommends approval of the use of the facility for this purpose. This proposal has been discussed with the Real Estate Dept. - this is not a question of establishing a lease for them, the use request is for part-time basis for less than two months). We do not foresee any problems since the other tenants have met to work out the kitchen schedule.

Then Dr. Moses invited Mr. Paul Ash up to the mic for questions and answers about the program. Mr. Ash reiterated the written request to use the kitchen and auditorium facilities at E.P. Mills Community Center for a eight-week nutrition and life skills class that will be co-sponsored by the San Francisco Food Bank and Whitney Young Child Development Center. The program, requiring the use of the facility on Tuesdays and Wednesdays from 11 a.m. through 3 p.m. is designed to help people who are dependent on emergency food assistant to move towards self-reliance. The SF Food Bank proposes to run this program here in the Bayview-Hunter's Point as one of the three areas which studies show is desperately underserved (the other two being the Potrero Hill and Visitation Valley). The mic was then turned over to Deborah Self, Program Director for the Full Plate program.

Ms. Self explained the two parts to the Full Plate Program: 1) intensive nutrition/food preparation lessons encouraging efficient use of limited food resources (including commodity foods) team-taught by a UC Coop. Extension nutritionist and Whitney Young kitchen staff; and 2) a collaboration of community-based agencies will train in a variety of life skills courses (i.e., budgeting/debt reduction, resume development and job readiness, introduction to job training resources). At no cost to the participants (who will be recruited from the agencies already serviced by the Food Bank and the agencies in turn refer class participants) the program will accommodate about 25-30 people and if approved to be held at the E.P. Mills Community Center, then Whitney Young will be able to provide free child care for participants during class meeting times. (q.v. information on the Full Plate Program and the SF Food Bank are available for distribution).

Next, Dr. Moses took the floor back for the remainder of his report: An advantage of this program is that they will be working with two of our facility tenants - Ms. Reid's program, Whitney Young (to provide the kitchen staff and child care) and in conjunction with Mrs. Hampton's high school age program schedule.

Next item was an update of the Culinary program on which staff was directed to set-up a meeting. The meeting was scheduled for today (9/25/96) and attending was: Mr. Alex Pitcher, John Roddy and Robert Bryan from the City Attorney's Office and Mr. Charlie Dunn from the Real Estate Dept. The topic is still under discussion, but a full report will be forthcoming to the Commission as soon as there is something to report.

As another directive to staff, District Attorney, Terrance Hallinan has been invited to a Commission meeting and we have recently heard back from his office that he will be available to attend in November.

Last item announcement: Since the Southeast Community Facility under the Clean Water Program is now part of the Public Utilities Commission, staff will be concentrating putting the budget together with a first phase deadline of Oct. 18, 1996. The upline reporting process is: the PUC-GM, Anson Moran, the Public Utilities Commission, the Board of Supervisors, then the Mayor's Office. (The PUC will be reviewing all Clean Water Program budgets).

As a reiteration and in response to Commissioner Garlington's question regarding an update on the invitation to the Wastewater Citizen's Advisory Committee, the CAC has been invited but has not been heard back from yet. The next meeting is scheduled for Tuesday, Oct. 1 where Commission meeting attendance will be formally discussed.

At this point, Commission President Brown asked for if there was a motion to accept the Communications and Director's Report:

Action: Commissioner Garlington moved and Commissioner Lepana seconded to accept the Communications and Director's Report. Motion passed.

Commissioner Galante moved and Commissioner Lepana seconded to allow the San Francisco Food Bank in conjunction with the Whitney Young Child Development Center to co-sponsor the Full Plate Program at E.P. Mills Community Center between October 15 and November 19, 1996. Motion passed.

By acclamation the Commissioners directed staff to keep records of both the Health Commission and Police Commission schedules and minutes in the Commission Office for review.

VI. COMMITTEE REPORT - HOUSING, HEALTH AND PUBLIC SAFETY:

Commissioner Blanchard, Chair of the Committee on Housing, Health and Public Safety reported: The committee to which was referred the advocacy for the improvement of health, housing and public safety reports that the said subcommittee met on September 23 at 6:00 p.m. in the Community Room of the Southeast Community Facility. Members of the community in attendance were Mr. Careth Reid, Director of the Whitney Young Child Development Center; Dr. Arthur Coleman; Tyrone Honory, member of the community and ROSES; Jesse J. Byrd, member of the community and Vice President of ROSES;

Martin McCoy of McCoy's Patrol Services. There being a quorum present to conduct business, the Chair proceeded with the agenda items. Community committee member Jesse J. Byrd was introduced. He provided us with a verbal summary of his professional background and community involvement. Commissioner Linda Richardson provided the committee with an explanation of Ms. Wendy Brummer-Kochs absence and a brief oral summary of her professional background and community involvement. Chair read the statement of goals/responsibilities of the Subcommittee to new community committee member and requested Dr. Moses to provide Committee community members with Southeast Community Facility Commission written background information and Subcommittee goals/responsibilities.

Issues on the agenda to be discussed were a) public safety at E.P. Mills Community Center and b) prevalence of breast cancer among African-American women in the Bayview-Hunter's Point.

With regard to public safety at the E. P. Mills Center, information provided to the committee consisted of the following:

SFPD computer printout information of incidents reported to SFPD dispatch and reports taken by Potrero units for the period 02/96 - 07/96 and 07/96 - 09/17/96. McCoy's Patrol Service Daily Activity Reports for the specific for the period 02/96 - 09/96. It was noted that a letter was sent to Mr. McCoy dated September 16 requesting Incident Reports for the past three-month period. As of 09/24/96 information has not been received.

Chair provided committee with concerns verbally expressed by Mr. Matt Ettinger, President of the Whitney Young Child Development Parents Association.

Other communication shared with the committee included the WYCDC hours of service from Ms. Reid and report of 08/27/96 BVHP Citizen Patrol Activity Report for 100 Whitney Young.

Dr. Toye Moses provided committee members with a copy of McCoy's service contract entitled "Security Guard Service DPW Mayor's Hunter's Point Neighborhood Facility" (Contract Proposal #86038) for the term July 1, 1992 through June 30, 1994 and a copy their invoice for services rendered dated 08/31/96.

Discussion and community input followed. Martin McCoy of McCoy's Patrol Service answered questions posed by committee members and the Executive Director. He committed to getting Incident Report information to the Committee. In conclusion, committee members and community agreed on recommendations to be made to the full Commission as will be read at the conclusion of this report.

Following the conclusion of the discussion of public safety at E. P. Mills Center, the next item on the agenda for discussion was the prevalence of breast cancer among African-American women in the Bayview-Hunter's Point. Dr. Moses and Commissioner Richardson provided the committee with an overview and update on breast cancer issues. It was noted that Dr. Sandra Hernandez had been invited and attended a prior commission meeting and specific request was made regarding funding of a health education program. Discussion and input from the committee members and public followed. In conclusion, committee members and community agreed on recommendations to be made to the full Commission as will be read at the conclusion of this report.

The committee, based upon the information provided and community input, recommends the adoption of the following resolutions.

On the issues of public safety at E. P. Mills Center (100 Whitney Young), see Recommendations from Housing, Health and Public Safety Committee to the Southeast Facility Commission as prepared by Commission Secretary Kathy Basconcillo, items 1 through 4.

On the issue of the prevalence of breast cancer among African-American women in the Hunter's Point see Recommendations from Housing, Health and Public Safety Committee to the Southeast Facility Commission as prepared by Commission Secretary Kathy Basconcillo, items 3 through 6.

Mm. President, on behalf of the Committee, I move adoption of the resolutions just read.

Attachments:

- Recommendations from Housing, Health and Public Safety Committee to the Southeast Facility Commission as prepared by Commission Secretary Kathy Basconcillo (Note: Received on 09/25/96 at the Commission Meeting)
- SFPD Computer Printout Sheets (2)
- BVHP Citizens Patrol Activity Report Forum dated 08/27/96
- WYCDC Communication
- Letter to McCoy Security dated 09/16/96 regarding Incident Reports
- McCoy's Patrol Service Daily Activity Reports (02/96 through 08/96)
- Security Guard Service DPW MHPNF Contract Proposal 86038
- McCoy's Patrol Service Invoice dated 08/31/96

Recommendations from Housing, Health and Public Safety Committee to the Southeast Community Facility Commission:

- 1) Direct staff to draft another letter to McCoy requesting implementation of policy to use Incident reports (separate from Daily Activity Reports sent on a weekly basis) and send on an "each incident" basis, as well as calling SFPD for each incident.
- 2) Direct staff to contact Potrero Station and request Capt. Harper/Officer Williams to attend one meeting for E.P. Mills staff and one for PTA to such safety measures as: "passing calls", making 911 calls, and reporting incidents. Work with E.P. Mills to set up these meetings.
- 3) Contact ROSES (Rufus Davis, Jr.) to ask to continue the keep E.P. Mills on the BVHP Citizen's Patrol.
- 4) Direct staff to invite Jimmy Gilyard to Southeast Community Facility Commission Meeting.
- 5) Direct staff to invite panel of: Dr. Coleman, Dr. Hernandez, African-Americans Promoting Health w/ Cancer Society, Delores Moorehead, BVHP Health Assessment Task Force, other health assessors.
- 6) Investigate involvement of "health intern".

After additional discussion, Dr. Moses stated that staff will comply with recommendations #1) and #2). Rec. #3) was changed to sending a letter commending the work the Bayview-Hunter's Point Citizen's Patrol is doing with their patrols. Rec. #4) was corrected to "Dr. Cahill, Director, Dept. of Social Services", but since the invitation was not pertinent in this case, it was deleted. Regarding rec. #5) the staff will comply with the invitations, but will require lead time to publicize the special meeting thereby enlarging the attendance. Rec. #6 was determined to be an administrative issue and would be handled by the staff.

As a point of clarification, Commission President Brown inquired about the contract provided by McCoy's Security: Since the contract provided is outdated, is McCoy's Security still under contract with the City to provide services? Dr. Moses confirmed that the City's original five-year contract with McCoy's was extended two more years which has just run out. Just today we received a call from the Purchasing Dept. to start thinking about either extending his contract or replacing it. It was suggested that staff may want to remind McCoy's that their contract is up for review, but we haven't heard from them.

Action: Commissioner Galante moved and Commissioner Lepana seconded to accept the Housing, Health and Public Safety Committee report. Motion passed.

VII. OLD BUSINESS:

As an update to the McDonald's Proposal, Commissioner Brown reported that she and Mr. Al Williams, the consultant for the McDonald's Proposal, have not been in contact with each other since the day before the last Commission meeting. However, Commissioner Brown did check into the Planning Commission's schedule for the McDonald's proposal; and since Mr. Roderick, the McDonald's franchise owner does not accept and agree to some of the terms of the letter of endorsement from the Commission, and some things the City expected then the proposal is not currently calendared for review or approval of their permit. Until such time that Mr. Roderick does accept some of the City's requirements, the McDonald's proposal will not be reviewed.

Update from Real Estate on Commission satellite leases: Mr. Dunn reported that the remainder of the leases were sent out a couple weeks ago. To date only the Bayview Repertory Theater has responded that their lease is acceptable; responses have not been received from any of the other tenants including Whitney Young Child Care Development.

Dr. Moses clarified that at last Commission meeting, the Real Estate Dept. was directed to proceed with the leases unless they heard anything from the tenants. Since there have not been any negative (or even questioning) responses, Real Estate will then proceed to obtain tenant agreements on these leases.

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Real Estate Dept. report. Motion passed.

VIII. NEW BUSINESS: There was no new business presented at this Commission meeting.

IX. PUBLIC COMMENT:

Head teacher at Sojourner Truth, Ms. Delores Wilson asked to be recognized and said she was attending to see what goes on at Commission meetings. She explained that she did not have anything to do with the EOC leases - even though a copy was distributed to her for informational purposes, but official notifications and responses should go to and be received from the EOC office through Dennis Yee and Nate Mason.

Dr. Moses clarified that the lease information does in fact go directly to the EOC office (Nate Mason). The notice Ms. Wilson received was the Commission Meeting notice and agenda which all tenants receive. Commission President Brown thanked Ms. Wilson for coming and introducing herself and invited her back to every/any Commission meeting she wished to attend. The Commission meeting schedule (2nd Tues./mo. and 4th Wed./mo.) and the procedure for listing agenda items (call the Commission office before the agenda deadline of eight business days before next Commission meeting) was also explained.

In lieu of Ms. Barnes report from the Mayor's office, it was reported that the Mayor is declaring October "Breast Cancer Awareness" month and an \$800 grant was awarded to the Bayview-Hunter's Point for disseminating information to the public. Dr. Moses will try to tie these efforts into the previously discussed issue to inviting Dr. Hernandez back to update the Commission.

X. ADJOURNMENT:

Action: Commissioner Galante moved and Commissioner Lepana seconded to adjourn the Southeast Community Facility Commission meeting at 7:15 p.m. Motion passed.

The next SECF Commission meeting is scheduled for Thursday, October 10, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

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NOTICE OF MEETING

Willie L. Brown, Jr.
Mayor

SOUTHEAST COMMUNITY FACILITY COMMISSION

Toye Moses
Executive Director

THURSDAY, OCTOBER 10, 1996 - 6:00 P.M.

1800 Oakdale Avenue, Community Room
San Francisco, California 94124

Abbrie Brown
President
Gather Blanchard
Thomas Galante
Michael Garlington
John Knox
Gregorio Lepana
Linda Richardson

NOTICE: Prior to meeting start, requests to testify are accepted by completing an information card and giving it to the Secretary who will schedule testimony during the appropriate agenda item.

* * NO SMOKING DURING COMMISSION MEETING * *

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes - Aug. 28, Sept. 12, and 25, 1996
- IV. Communications
- V. Director's Report - Toye Moses, Executive Director, SECF Commission
- VI. Old Business - Charlie Dunn, Dept. of Real Estate - Update on Leases: Southeast Community College; Whitney Young Child Development; CAHEED @ Captain Shorey; Sojourner Truth Child Center/EOC; Martin Luther King Child Care/EOC; Bayview Repertory Theater
- VIII. New Business - Robert Bryan, Deputy City Attorney, updates on: Election Activities by City Depts. and Employees
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Wed., Oct. 23, 1996.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public.

Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE
ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT
THE SUNSHINE ORDINANCE TASK FORCE AT 554-6075.

DISABILITY ACCESS INFORMATION

1. Sign language interpreters will be available upon request. Please contact Toye Moses at (415) 821-1534 at least one week prior to the meeting.
2. A sound enhancement system will be available at the meeting upon request. Please call Toye Moses at 821-1534 at least one week prior to the meeting.
3. Minutes of meetings are available in large print, tape form, and/or readers upon request.
4. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meeting are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
5. The meeting will be held at 1800 Oakdale Avenue, in the Community Meeting Room. The closest BART Station is located at 24th & Mission Streets. Accessible MUNI Lines serving this location are the #23 Monterey, #24 Divisadero, and #44 O'Shaunessey.
6. There is accessible parking available in the Southeast Community Facility parking lot. There is ample off-street parking on Phelps and Oakdale Streets.
7. Accessible integrated seating for persons with disabilities (including those using wheelchairs) will be available.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown, Jr.
Mayor

THURSDAY, OCTOBER 10, 1996

6:00 P.M.

1800 Oakdale Avenue
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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbrie Brown, commencing at 6:05 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Excused: Commissioner Esther Blanchard

Staff Present: Robert Bryan, City Atty. Office; Charlie Dunn, Real Estate Dept.; Toye Moses, Exec. Dir., SECFC; Kathy Basconcillo, Sec., SECFC.

III. APPROVAL OF MINUTES:

Action: Commissioner Galante moved and Commissioner Garlington seconded to approve the Southeast Community Facility Commission meeting minutes of August 28, September 12, and 25, 1996 as drafted. Motion passed.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Combining Communications with the Director's Report Dr. Moses informed the Commissioners that as well as the minutes of the three immediate past meetings which you have just approved the correspondence during these past two weeks has been:

1. an invitation to District Attorney Terence Hallinan to the Thursday, November 14 Commission meeting;
2. invitation to Superintendent of Schools, Dr. Rojas to a Commission meeting;
3. Letter of commendation to ROSES on the work that the Citizen's patrol is doing in the neighborhood;
4. correspondence from Christmas in April (introductory letter, program information and program application).
5. We also received a copy of a letter to Commission Brown from Commissioner Knox which can be discusses as a separate item.

As far as an update to recent staff activities:

6. Since we are now under Public Utilities Commission, Phase I of our budget is due WPC tomorrow Fri. Oct. 11 and to Public Utilities Commission General Manager by Friday, Oct 18. I should be able to give the Commission a draft of the proposed budget by next Commission meeting.

Briefly, because we are so understaffed (due to a phase-out of one facility manager at E.P. Mills a couple of years ago and one facility manager here at Southeast), I am requesting a new position: a Junior Administrative Manager (classification: 1840, Asst. Manager; Salary: about \$40,000/yr.).

7. Conducted a walk-thru of the satellite sites (CAHEED, MLK, Sojourner Truth and Whitney Young) with BBR (Bob Newman and electrician) to determine what, if any electrical problems we are experiencing. These existing electrical problems should be cleared-up within the next couple of weeks.
8. Attended Commissioner Linda Richardson's swearing-in on the Environmental Commission this week. Commissioners Knox and Garlington were also in attendance.

9. Had a meeting with Maryanne Conorrow from the Mayor's Office regarding the terms expiration of three Commissioners. In order for the Commission to legally conduct business, these three Commissioners must be sworn in again. Although the swearing in has not yet be set, it should take place either at the end of this month or early next month.
10. Received confirmation from District Attorney Terence Hallinan that he would like to attend the Thursday, November 14 Commission meeting.
11. Also received confirmation from Superintendent of Schools, Dr. Rojas that he wants to attend the Wednesday, October 23 Commission meeting; however that is the same meeting the CAC and Public Utilities Commission Gen. Mgr., Anson Moran will be attending. In order to afford the School District and parents the full attention from the Commission, staff is in the process of rescheduling with Dr. Rojas.
12. At the next Commission meeting where Mr. Moran and the Clean Water Program CAC is scheduled to attend, Mr. Pitcher suggested serving refreshments at an informal reception after the Commission meeting. We are looking into getting the food donated.

Action: Commissioner Garlington moved and Commissioner Richardson seconded to receive the Correspondence/Director's Report. Motion passed.

Commission President Brown wanted to explain that while Commissioner Richardson's swearing in was onto the Environmental Commission which is a charter commission, she will maintain her Commission to the Southeast Community Facility. Commissioner Brown also expressed that Commissioner Richardson's aggressiveness in representing the issues of the HP Community around the environment is why she has been rewarded with this appointment. While Commissioner Brown expressed pride and happiness in Commissioner Richardson's appointment, she also expressed gratitude in her involvement and consciousness and asked the Commission to join her in expressing this gratitude, and appreciation. Commissioner Brown also offered Commissioner Richardson any support she could in her endeavors on this new Commission.

V. OLD BUSINESS:

Mr. Dunn from the Real Estate Dept. reported that regarding the lease to SF City College, on Sept. 25 he and the Executive Director met with Alex Pitcher, John Roddy and Robert Bryan from the City Attorney's office to discuss the response to the Aug. 21 letter from City College regarding the Culinary Program. Many options were discussed and Mr. Pitcher wanted clarification from Senator Kopp on the monies available for the program. Staff is currently waiting response to this clarification from Kopp's office.

Regarding the remainder of the leases: Copies for review have been sent to Whitney Young/Ms. Reid about a month ago and to CAHEED, EOC (Martin Luther King and Sojourner Truth) and Bayview Repertory Theater about two week ago. To date, we have received response from only the Bayview Repertory Theater stating that their lease was acceptable for execution. We are still waiting for responses from the remainder of the leases.

Mr. Dunn asked the Commission: While Real Estate could complete this lease independently, it may be wiser submit one complete package to the Board of Supervisors (one that included the remainder of the leases). Could the Real Estate Dept. get some direction from the Commission whether or not to proceed with finalizing the lease for Bayview Repertory or wait for to hear back from the other tenants?

Commissioner Richardson asked if there was a deadline that these leases need to be finalized by? Mr. Dunn responded that the deadline has long passed; however we were thinking to send a follow-up letter to the tenants explaining the need to get these leases finalized.

Dr. Moses asked, considering that this is election time and a new Board of Supervisors will be determined in November, what kind of timeline were you thinking about giving the tenants? Mr. Dunn again responded: Again, this should be a consideration as well as being aware that the process includes the leases going to the Mayor's budget analyst for review and recommendation. Since meeting with the analyst includes the Real Estate's Dept. billable hours, may I suggest that one complete package be presented that includes all the tenants leases, thus saving on time and expense.

Commission President Brown suggested making a phone call to the tenants instead sending a follow-up letter. Dr. Moses suggested sending the follow-up letter stating that if the tenants were not heard from by (such and such) a date then it will be assumed that they have no problems with the leases and they can proceed with finalization. Commission Brown stated that the leases will be referred back to the Real Estate Dept. for handling.

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Real Estate Dept. report. Motion passed.

VIII. NEW BUSINESS: Robert Bryan, from the City Attorney's Office gave an overview of the Sept. 18 memo from the City Attorney's office regarding "Election Activities by City Dept. and Employees", City employees:

- may not use City resources for any type of political activity;
- may not engage in political activity during work hours;
- may engage in political activity on personal time;
- may not solicit campaign funds as part of their official responsibilities;

- may hold personal political opinion, and may express them as an individual;
- may not express political opinion as a collective body;
- may not solicit persons coming before a collective body (Commission) in excess of \$250

The above recommendation represents only an overview of the political activities City employee may and may not engage in, but in no way represents all limitations.

At this point the Southeast Community Facility Commission went into closed session. After closed session the Southeast Community Facility Commission agreed to excuse Commissioner Knox at the next Commission meeting of Wednesday, Oct. 23 and tabled his request to be excused from future Commission meetings held on Wednesdays (until May, 1997) to the Thursday, Nov. 14 Commission meeting.

IX. PUBLIC COMMENT: No public comment was offered at this meeting.

X. ADJOURNMENT:

Action: Commissioner Lepana moved and Commissioner Garlington seconded to adjourn the Southeast Community Facility Commission meeting at 7:02 p.m. Motion passed.

The next SECF Commission meeting is scheduled for Wednesday, October 23, 1996.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

NOTICE OF MEETING

Allie L. Brown, Jr.
Mayor

SOUTHEAST COMMUNITY FACILITY COMMISSION

Toye Moses
Executive Director

WEDNESDAY, OCTOBER 23, 1996 6:00 P.M.
1800 Oakdale Avenue, Community Room
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- I. Call to Order
- II. Roll Call
- III. Approval of Minutes - October 10, 1996
- IV. Presentation - Anson "Andy" Moran, General Manager, PUC
- V. Communications/Director's Report - Toye Moses, Executive Director, SECFC
- VI. Old Business - Charlie Dunn, Dept. of Real Estate - Update on Leases: Southeast Community College; Whitney Young Child Development; CAHEED @ Captain Shorey; Sojourner Truth Child Center/EOC; Martin Luther King Child Care/EOC; Bayview Repertory Theater
- VIII. New Business
- IX. Public Comment
- X. Adjournment

Note: The next meeting of the SECF Commission is scheduled for Thurs., Nov. 14, 1996.

ANNOUNCEMENT !!! ANNOUNCEMENT !!! ANNOUNCEMENT !!!

PLEASE JOIN US IN A MEETING

**THE SOUTHEAST COMMUNITY
FACILITY COMMISSION**

INVITES

ANSON "ANDY" MORAN

**GENERAL MANAGER,
PUBLIC UTILITIES COMMISSION**

TO SPEAK ON

**Transition of Clean Water Personnel
from DPW to PUC**

Citizen Advisory Committee on Clean Water Program members have been invited to attend

**WEDNESDAY, OCTOBER 23, 1996
6:00 P.M. - 8 P.M.**

**SOUTHEAST COMMUNITY FACILITY - COMMUNITY MEETING ROOM
1800 OAKDALE AVENUE - SAN FRANCISCO**

* Reception following in the Community Meeting Room

**DO NOT MISS THIS OPPORTUNITY TO HEAR
WHAT IS GOING ON IN YOUR COMMUNITY**

**INVITE YOUR FRIENDS AND
NEIGHBORS !!!**

PLEASE PARK YOUR CAR ON THE STREET. DO NOT PARK IN THE COLLEGE PARKING LOT.

FOR MORE INFORMATION, PLEASE CALL TOYE MOSES, EXECUTIVE DIRECTOR, SOUTHEAST
COMMUNITY FACILITY COMMISSION AT (415) 821-1534.

*Provided by private donation

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THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION

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SOUTHEAST COMMUNITY FACILITY COMMISSION

October 23, 1996

The Minutes of this meeting are missing.

SOUTHEAST COMMUNITY FACILITY COMMISSION

November 14, 1996

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

THURSDAY, NOVEMBER 14, 1996

6:00 P.M.

1800 Oakdale Avenue

San Francisco, California 94124

APPROVED

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission President, Bobbrie Brown, commencing at 6:03 p.m.

DOCUMENTS DEPT.

II. ROLL CALL

DEC 30 1996

Commissioners

Present:

Commissioner Esther Blanchard
Commissioner Bobbrie Brown, President
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

SAN FRANCISCO
PUBLIC LIBRARY

Staff Present:

Robert Bryan, City Atty. Office; LaVonne Barnes,
Mayor's Office; Toye Moses, Exec. Dir., SECFC;
Kathy Basconcillo, Sec., SECFC.

Guests Present:

District Attorney's office: Terence Hallinan, Jeff Woo,
Reg Smith; Marie Harrison; Caroline Washington, SEC
Advisory Board; Reginald Forrest, Barbara Jordan
Democratic Club; Vida Edwards; Patricia Wright;
Robert Brown; Marie & James Mickle; Judy Guillory;
Wesley Johnson; Henry Gray; Bill O'Brien; Alma
Robinson; Arleta Gleaves; Algernon Dedmon IV, SF
Neighborhood Safety Partnership; Earl Morgan;
Millard Larkin II, Alanique; Diana Oertel, SBCDC;
Rev. Cordell Hawkins, DA's Office; Marie Franklin,
CA United Comm. Housing; Mattie Duhan, DPT;
Theresa Dawson; Marva Ridge; Tyrone Honory,
ROSES; Sid Smith III, SFDA's Office; Maria
Martinez, SFDA Child Support; Matt Ettinger &
Cheryl Towns, Whitney Young, CDC.

III. APPROVAL OF MINUTES:

Review and Approval of the Southeast Community Facility Commission meeting minutes of October 23, 1996 were tabled until next Commission meeting.

IV. PRESENTATION:

Commission President Bobbie Brown introduced D. A. Terrace Hallinan after first acknowledging Reg Smith, Exec. Asst. to DA & LaVonne Barnes, Mayor's Special Asst.

"Speaking from sitting position (since addressing smaller crowd), I am the District Attorney for the City and County of San Francisco. Prior to the recent election many people told me that they were not even aware that the District Attorney is an elected office in San Francisco, but it definitely is. We had quite an exciting campaign with the 16-year incumbent not even making the run-off and then myself winning in a run-off boosted definitely by the vote of this Community where 80% of the people voted to put me in office which is something I really appreciate and haven't forgotten about.

The office of DA is an office of about 350 employees; our budget is \$30 million; we have 118 lawyers, 50 peace officer investigators (one of our investigators, Jeff Woo is sitting in the audience next to Reg), and by peace officers I mean they are armed; they're basically top flight people. I have 100 people in the Family Support Bureau getting money for children whose parents are not paying support and, unfortunately with the way welfare is going these days rapidly becoming one of the main support system for young children of single parents. Its an office that's done well, but that we always want to do better. I have a large number of employees in the Victim Witness Program. There is an office out here having to do with victims of homicides, to help the families of homicide victims. There are clerical staff and one Confidential Secretary that's what Reg really is, he's my Confidential Secretary, it's a charter created position and of course, any of you who know anything about law recognize how important that word 'Confidential' is. He's the person who knows what's going on in the office and I rely on, the one when I need someone's contribution.

My contribution to the office since I was elected has really been more than anything else to diversify the office and to make waves at the Hall of Justice. And I think I've done a pretty good job at both levels:

- I began immediately after taking office to rotate the leadership of the office, put new people into leadership who hadn't had a chance to before, to change things around, to get people to be more pro-active, and even went to the point where under the old administration the experienced lawyers were on the third floor, the new lawyers were on the second floor - I not only put an end to that division but actually put a new lawyer in an office

with an old lawyer - in many cases breaking up people who have been for 15 or 20 years in the same office. And although at first there was a little grouching about it, now everybody's excited and particularly the longer term lawyers who suddenly find a young lawyer who appreciates their knowledge and can help through break-in to the practice of law.

- I've reorganized the office to put emphasis in areas where I felt emphasis should be to put in a policy of vertical prosecution on domestic crimes and in both municipal and superior court to make that a top priority and I'm proud of our record on domestic violence - really making that something, that people don't just accept that as just a part of life but recognized as a crime that has to be punished as a crime.
- I've put much more emphasis on hate crimes with doubling the number of prosecutors in that area, setting up a hate crimes unit in municipal court and basically did everything I can to put more emphasis on violent crime, eliminating violent criminals from our streets.
- I've followed through on my campaign pledges and it did make a lot of waves when I first started which was to hire a lot of new prosecutors who looked like the City and County of San Francisco. Unfortunately you can't hire some new people without getting rid of some of the old people and that didn't make everybody happy but I tried my best to make it a more pro-active office and to follow through on my campaign pledges: I've doubled the number of African-Americans in my office, doubled the number of gays and lesbians. I've brought more women in the office and put them in positions of leadership and basically changed the atmosphere in the office in very many senses - to make it more pro-active, to make it more exciting, to make it more of a team.

We have a real 'team work' going-on there now and I'm happy that I'm part of that team. Unlike to the previous District Attorney, I take a real pro-active position. I go around, I know what's going-on; I discuss cases with lawyers. As probably many of you are aware, I'm right now myself in the midst of a very difficult prosecution case: trying to convict the landlord of manslaughter for so neglecting his building that the deck fell off and killed a young woman and injured a number of individuals. It's a case which has got everybody in the Hall excited - it's got the whole office working as a team: 14 lawyers volunteered to help us with the jury selection; everybody has advice for me, we're fighting on motions and it's good and exciting.

All of that I think is resulting in a situation which the statistics bear out stronger than anything I could say, but in the first 100 days I was in office we did not loose one single felony case at the Hall of Justice. Although since then we've lost four cases, but won over 140 so if you figure the statistics on that, that's a pretty awesome conviction rate.

One of these policies which I'm also in the process of implementing, which we're working on here in Hunter's Point as well as other areas, is the establishment of a Community District Attorney policy. That is urging my employees to get involved in the communities in which they live and the communities in which we work. At this point we have 670 individuals, most of them lawyers, who volunteered to participate in the Community District Attorney's program. There are 6 or 8 of them here in the Hunter's Point who are

getting involved, who you will be seeing more of and we're going to try to see if we can set-up a more permanent facility here in the Hunter's Point area so you have better contact with the D.A.'s office. I see this Neighborhood District Attorney or Community District Attorney as a kind of adjunct to the Community Policing; that D.A.s will be available to respond to problems that people have in the neighborhoods; to find out what's going, what concerns people; to let neighbors know what's happened to cases; to get witnesses to help us prosecute; and at the same time to work with the local Police to make better relationships between our office and the Precinct Police; to help them write better reports, prepare better cases, recognize the witnesses that are necessary; and some of the short cuts that we've adopted and have been able to adopt now as a result of legislation--ation that has passed in the last couple of years making prosecuting easier. Part of course of what the Community D.A.'s are intended to do is to work the Police, to work with the victims of crime also to work with Communities - work with the people that live in the Communities helping to prevent crime before it happens as well as to prosecute crime after it has happened. That goes from the point of introducing yourself to merchants walking around meeting residents, going to Community Centers. And working with the young people - we are working on trying to establish Boxing Programs and Sports programs as well as music and cultural activities that we can get young people involved in.

The policies which I have implemented which I said when I campaigned was to: 1) be tough on violent crime and 2) to try to find other ways of dealing with non-violent crime. I implemented that in relationships to 'three-strikes'. I know many of you have followed the 'three-strikes' legislation in California which has resulted in incredible numbers of people going to prison for terms of 25 years to life and 'life' is the sentence so far everybody has been subjected to at this point. It's been used in some counties for things like stealing pizzas or bicycles.

Immediately after taking office (I campaigned on it) I implemented a policy that we would not use three-strikes for non-violent offenses except in the most exceptional circumstances but I haven't had to deal with one of those exceptional circumstances yet. We want to restrict that (three-strikes) for violent, dangerous people who, whatever sympathies you may have for their upbringing or childhood, still from the point of view of the safety of the Community, should not be on our streets. We've restricted our use of three-strikes to that. We have a panel of attorneys who review each case; if they make a decision that it should be subject to three-strikes, then it comes to me for the final decision and we've narrowed this quite a way down. We do not use it for non-serious, non-violent offenses and we do use it where it's possible to take a really dangerous person off the street for a long period of time.

As a part of the alternatives to the violent crimes I've set up a harm reduction council involving the probation dept., the police dept., the sheriff's dept., ourselves, DSS, and number of other people to try to deal with drugs in a more positive way than locking people for 25 years to life. We've implemented that program along with a number of programs: a drug court, which was going before I took office, but now has been

expanded and is working very successfully. We're establishing a drug court at Juvenile. We just this week began to implement a mentor-diversion program modeled on Alameda County for young people who are dealing small amounts of drugs and without having prior offenses and who are in danger of really ruining the rest of their lives if they don't get an opportunity and this is an opportunity that's not easy to take advantage of (they have to go back to school, and really learn something) - this is really a tough love type of approach, but it's one that we hold our great hopes for.

We are also in the process of meeting with the Health Dept., and others to determine how we are going to deal with medicinal marijuana now that Prop. 215 has passed, that is something on our agenda.

Basically I think the approach of my office and the job of the District Attorney is to assure public safety. That's my job - to make people feel more secure, to make people feel more safe, in their homes and on the street. In order to do that effectively it takes a combination of three things: a) DA's office, b) a police dept. and c) the residents. And to the extent that those three bodies work together to prevent crime from happening before it happens and to prosecute crime has been committed, we will make our community safer. That's why I'm happy to come here to Hunter's Point and have the opportunity to talk to you, to ask your help as we implement our Community DA's program and in the struggles of the DA's office, I feel so strongly about the number of unsolved homicides that have taken place in the Hunter's Point - Bayview area. Many of them unsolved because witnesses are afraid to come forward and we are really determined to change that policy - to make witnesses feel assured that we will protect them, that we'll find new housing for them, that we will do whatever we have to do to make sure there is no retaliation against them and to get some of these killers, some of whom have been walking the streets for years with everybody knowing them. They are responsible for deaths of individuals yet being unable to prosecute them, I'm determined to put an end to that. Thank you."

At this point, Commission President Brown announced a brief question and answer period for DA Hallinan beginning with her question:

1) When will the Community District Attorney's office program be implemented? It actually is underway right now and six of them were out here who are either Potrero or Hunter's Point residents. We were out here at a meeting about a month ago I guess; that's just a matter of getting it established. We have three deputies who live in the Bayview-Hunter's Point area now (Paul Anderson, Tiffany Gibson, and one more whose name escapes me right now) and then we have some people from the Office of the Investigators who are also residents of this area. It will be going shortly, and if you will make a point of phoning me to find out more details, I will make sure you get more information on this.

2) Commissioner Linda Richardson: Mr. Hallinan, all I have is a comment: All of these things you told us this evening, most everyone on this Commission is aware of them and basically I just want to thank you for taking the heat to change the District Attorney's Office. Not only have you brought high-caliber African-Americans to your office, you have an open policy. You ran on the platform of reducing the incarceration of juveniles from this part of the City (Bayview-Hunter's Point). I think everyone in the audience needs to know that San Francisco incarcerates its youth higher in the South area. It's something that I know you have a deep conviction and passion about, and we are so pleased that the diversion programs are working. This Community has to be made aware of what you're doing. I also know that the Community of San Francisco is safer because of your presence in the District Attorney's Office. And I just want to commend you for continuing to inspire us, and even if sometimes it doesn't make it to the media, just stay focused. Please come back and we'll work together to maintain this Community.

3) Mr. James Sheesley: What can be done about curfew and kids who are out on the streets all night? Unfortunately it happens not only in this area, but it happens in too many parts of town where kids are on the streets without supervision late at night. Anybody who has ever had any experience with law enforcement knows that's going to make for trouble - the kids who are out on the streets late at night are going to get into trouble. The curfew laws - we do have a curfew in San Francisco. But they are right that in many cases they are going to pick the kids up and if they don't have any place to take them, sometimes they can take them home sometimes they don't even know where the home is or they can't contact the parents. Much of the responsibility for that is that of the Community, is that of the parent and likewise one of my programs (which is a long term goal) is that we have to have more activities for the young people to do, we have to have more sports, more cultural events, more things for them to get involved in other than running around in gangs and hanging out in the streets late at night.

In answer to Mr. Sheesley's additional comments that "these kids have to have a change", DA Hallinan added: "I don't disagree with you; it's not easy, but all we can do is just keep plugging away and who knows - sometimes those things really do change. I do feel that we can make progress with our youth. I do feel that we can make a show that we are concerned about not just getting them off the streets, but a concern about their health, their upbringing and getting them back to school. Part of this Mentor Diversion Program - the main part of it that I'm talking about for these young kids caught dealing on street corners - is that they make them go back to school, and they get tough on them, they make them stay in school, and they make them bring up their grades; that's part parents/part neighbors doing what they can.

District Attorney Hallinan then acknowledged Rev. Hawkins of the D.A.'s Witness Protection Program in the audience.

4) Then audience member Marie Harrison asked: In the different neighborhood D.A.'s office, will you have a community person/liaison working with the attorneys in that office - someone who is community-knowledgeable - and will that person be doing some outreach to the youth so they will feel comfortable that they can talk to someone regarding legal aspects and discuss what it is that's on their minds?

The actual program is in development; we are just bringing a person on this week to take responsibility for running the Neighborhood District Attorney's Program. It will operate differently in each neighborhood. I think here in the Bayview-Hunter's Point we'll be working with Rev. Hawkins and sharing space with him. In other areas we will be using Police Precinct Stations that will operate depending on what resources we have available more than anything else. But the intent is to eventually have D.A.'s who know the neighborhoods, who are known by the neighborhoods, who are particularly active with the young people trying to help out and try to give them more positive activities to do whether it's getting them involved with sports or cultural activities or just talking to them and helping them out. That in the long run is the main thrust of the program - to prevent people from becoming criminals before they do and then at the same time to help gather evidence to let communities know what's going on.

5) Next audience member Marie Nickels asked: What could you say to assure us that the foot patrols on Third Street will be continued during business hours?

I know the thrust of Police Chief Lau is to really emphasize community policing; which is getting police officers out of the patrol cars and into the communities in many cases using bicycles, in other cases just working foot patrols. Now the number of police officers is being increased as a result of the fact that the voters just voted to keep the number at 2000 as opposed to 1700 member limit, so there will be more police available. I know there is never enough to have somebody on every corner in town, but I do think that this is a community more than any other that would benefit by police being visible and around as friends of the community. I will certainly mention it to Chief Lau and I think that if community organizations/groups such as this wrote in or somehow communicated how beneficial seeing foot patrol officers on Third Street is and how the community hopes this is not going to be a short range policy but will be followed permanently, I think you would find a very responsive Chief of Police.

6) Then Reginald Forrest (from the audience) asked: There seems to be a disproportionate number of African-American youth in the Juvenile System as well as adults in the (SF) jails. What do you have to say to the people of this community about what you can do about this since we were very instrumental in getting you elected; I voted for you based on what you said your platform was?

There's no question about that, I know who elected me and all I can say is that if I can do just one thing in the course of my administration, it would be to have an impact on the

racially disproportionate way our criminal justice system works, that would certainly make my tenure worthwhile. How we do it is not so easy in practice as it is in theory, but I am working hard at it. One way is to bring more African-American prosecutors into the DA's office (as I said I'd double the number of them and try to bring them in as investigators and throughout the office) and the most exciting aspect is that they are the real go-getters in my office. You know, give them a chance and they're are going to prove that they deserved it and they're the one to get convictions left, right and center. Part of it is the nature of the crimes and taken serious crimes, drugs for example, impact more on the Minority Community than on the Caucasian Community; and as long as drugs are something you put people in prison for 25 years to life on that's going to have a disproportionate impact. I've stopped using "3-strikes" in that way and trying to develop all kinds of programs to get people off drugs rather than just lock them up for long periods of time.

I'm looking at other ways in which we can make an impact along those lines and certainly a huge part of it is in the Juvenile Justice System. I've just actually begun turning my energies toward that system; I've just told the City Attorney that as of this week my office is taking back probation violations - we used to just do the conviction and then walk away from it. As I see the responsibility of the District Attorney with young people is to stick with them through their whole career to make sure they never have adult criminal careers. And whatever you can do at that level is going to pay so many times over in the long run. That means a lot more integrated offices of prosecutors at the Youth Guidance Center - the head of my unit there is an African-American, and putting a lot more effort into that facility, which we are doing because we just added an office, took over the Juvenile Probation's, we're putting two more people up there to beef-up our resources and we do intend to have a major impact on giving our kids a better chance.

Mr. Forrest continued to comment: I am impressed with the programs that you put in place and the changes that have come about. I know its going to take more time to elicit a more positive response, but I want to commend you on your job so far.

To which DA Hallinan answered: "Thanks Reg. One thing you might do is to contact my office and volunteer to be a mentor for these young kinds who have gotten into trouble by stealing small amounts of drugs, where making them go to school and getting a community mentor will help them out. I'll be looking forward to hearing from you then.

7) Ms. LaVonne Barnes, Special Assistant to the Mayor asked: Regarding the problems with witnesses coming forward with evidence - what protection is your office going to give them; I understand there is no more funds for the Witness Protection Program for the Domestic Violence victims? D.A. Hallinan answered: I do know of course, that that aspect is the major evil of the Domestic Violence problem. A person will complain about it and then be stuck in the home with the person they're complaining about and is afraid of what might happen when he gets out of jail and comes home. My office is making big efforts to prevent that and we have been able to find housing. We have had no trouble finding housing when we have people willing to come forward and testify; and when there

have been recriminations against them we have been able to find housing for them within a week - whether Section 8 housing or not, but to get them housed out of the area where they're concerned about. We haven't had a big problem doing that, because the D.A.'s office has the best access to that resource and I use that resource. We have done everything we can to make it clear to Domestic Violence and Violence victims that this office will go to bat for you. I know that we have picked up people at 6 a.m. so they'd be sure to have nobody harassing them when they went to court and we've talked to local police to make sure they patrol past houses where there have been threats. We can't do as much as we'd like but anybody that goes to bat for us, I want to assure you that we will go to bat for them. I feel that if don't do that then we can't expect people to come and help us; so I feel a major commitment to do that.

By the way, I do think this reluctance of people to come forward not only for identification but even going to court and testifying is something we are going to break down - we are in the process of breaking it down now. We were able to get those eight murder convictions against that gang of kids who threw the guy out of the window on the Army St. projects, by virtue of the fact that three of the residents came forward and testified, even though they knew they were running a risk doing it. We've gotten another guy indicted now for two murders here on Third St. who it took us eight years to finally get the people to come forward, but they've done it now and I believe we are going to get a conviction in that case. We are determined to do that and anybody who is nervous about it or scared, they can contact me personally and I can promise that we will do something, and we can deal with that housing problem.

8) Then Millard Larkin commented: I want start by commending you on the outstanding job you're doing. I want to thank you for keeping your word and changing the office environment. But I also want to give you few suggestions on how to keep going:

First I think its commendable that your sitting here right now. Don't just come back every once in a while, we should have regular visits. Enough people in this community don't have the opportunity to interact with the District Attorney. Secondly, we have programs in the Community such as midnight basketball. We had an employment program in almost every Community. I think we need to look at those programs that are in the Community that are funded to do a job. We blame the kids/the young people yet we don't give them a vehicle to do anything else. Look at this Community and see what's available to them, walk down Third Street - there are more liquor stores than any other type of business. Some of those liquor stores should be replaced with gymnasiums and other types of constructive opportunity - things that provide opportunities for young people.

Then when we put a plan together to deal with problems affecting young people, I think they ought to have some type of representation. I don't think they should make decisions, but I think we ought to ask them what they think should be done in some cases. I think in cases when you talk about opening up community offices, you might want to put together an advisory committee to deal with the problems in that community. Then that

same advisory committee would also be like a watchdog that comes back maybe quarterly and grades that office - what could we do to make this office better, what can we do as residents of this community to help this office function more effectively in this community.

Then, seeing you sit up there with Ms. Esther Blanchard of ROSES, probably this community's most outstanding organization as far as bringing up problems that we all want to see addressed, I would like to see the District Attorney's office perhaps work a little closer with ROSES. Seeing the two of you sitting there together, I sure that's what must be happening.

And lastly, I would like to see a program dealing with those individuals who've been incarcerated and help them readjust to society. Basically it's the same thing with juveniles - there are programs in this City that are funded to provide certain services and those programs are not doing the job they should be doing. It's not that they're not doing the job because they don't want to; it's several things: the monitoring is extremely poor, there's lack of funding do to an adequate job. These are just some concern I have. I think you're doing a wonderful job so far and you certainly have my support.

8) Lastly, audience member Ena Aguirre: I was interested in bringing to your attention an article in the Oct. 23 - 29 San Francisco Weekly maintaining that the District Attorney's Office is ready to settle out of court with a group called AAA Machine Shop, Inc. They are one of the companies that had a contract with the Navy at the Shipyard. My concern is that some of us in the Community that have health problems are interested in knowing whether you plan to settle with them or take them to court because some of these health problems may have been/be due to what these companies do/did or leave behind.

DA Hallinan answered: Our decision on that case was that probably the best thing we could do was to settle it. We have a \$1.(some odd thousand) million on the table; the problem we have is that when you get a conviction of a criminal act that then relieves the insurance company of liability. So although it may seem that because you got a conviction of a criminal act it would be easy to get the person held civilly liable, but its harder to get the money because the insurance companies get out of it. We have tried to put together a settlement package which we feel is the maximum that we could get remembering that this AAA only caused one small part of the pollution that there is here - and you don't have to convince me of that. I did lead the fight on the Board of Supervisors against the PG&E plant, and I recognize the cancer problems that are out here and everything else. I want to get some of this money - whatever money I can get my hands on and use it for Hunter's Point, particularly for cancer work and contamination clean-up.

The monies would be divided thusly: one-half goes to the State, one-quarter goes to the City Health Dept. and one-quarter goes to my office. That would mean in my opinion that at least \$.5 million would be available to deal with health problems in the Hunter's Point area. It's not as much as people's suffering but at least would be some contribution. Then additionally, the Hunter's Point area is a federal superfund site; that money is already

being put in the bank (away). The Federal government will eventually come in and hopefully clean-up. I'm sure they won't want to do as good a job as we want them to, but that will be something we can force them to do - to make them really clean up, but it's going to cost much more money than you could ever realized, even if everything went perfectly, it would be a drop in the bucket. So we are thinking that it's in our best interest to settle that; unfortunately lawyers always say 'I could have done better', but we feel that \$1+ million as long as it goes to the neighborhood would be a pretty good contribution.

At this point, Commission President Brown acknowledged the presence of several persons in the audience: Reggie Smith, Exec. Asst to the District Attorney, Inspector Jeffrey Woo, Sid Smith, Cheryl Towns, Matt Ettinger, George Mix, and Alma Robinson. Also recognized were: Rev. Hawkins and Maria Martinez. Then an invitation to follow-up this presentation in 6-months was extended to Mr. Hallinan and the District Attorney's Staff.

V. Communications/Director's Report:

Combining Communications with the Director's Report Dr. Moses informed the Commissioners in their folders they would find information on the following:

- a) Due to the Thanksgiving holiday falling during the week of the next Commission meeting, I suggest moving the date of the next Commission meeting from Wednesday, Nov. 27 to Monday, Nov. 25, 1996.
- b) Mayor's Neighborhood City Hall in the Bayview-Hunter's Point is now located on-site at the Facility in Room 10. Kick-off was yesterday, Wed., Nov. 13, and according to Special Asst. LaVonne Barnes, representatives from several City Depts. and Bureaus (Dept. of Parking & Traffic, Rec. & Park, DPW-Public Affairs, etc.) will hold regular office hours to meet with members of the Community - 'anything you would want to do down at City Hall you would be able to do at through the satellite office right here in the Community.' The office is also equipped with a modem for a computer hook-up and fax capabilities. Office hours are Mon., 9 - 12 noon and Wed., 5 - 8 p.m. The phone number is (415) 695-5031 or 5032. The Exec. Director requested a motion to approve such use for Room 10.
- c) I will be leaving for New York tonight (Thursday, Nov. 14) to attend the American Public Health Conference and I will return to the office on Monday, Nov. 25, 1996. As a side note, I suggest that due to the holiday, the next Commission meeting date be changed to Mon. Nov. 25, 1996.

Action: Commissioner Garlington moved and Commissioner Richardson seconded to receive the Correspondence/Director's Report which includes a) the aforementioned use for Room 10 b) changing the date of the next Commission meeting to Mon. Nov. 25, 1996. Motion passed.

VI. Committee Report - Facility Committee:

Meeting between the chair of the Facilities committee, the Chair of the Southeast Community Facility Commission - Bobbie Brown, Southeast Community Facility Commission Executive Director - Toye Moses, and the Event Monitors: Sulu Palega, Liz Palega, Curtis Warren and Will Pitcher.

The meeting was called to resolve some problems regarding the event that took place on October 19, and November 1, 1996. Some chairs were broken as well as one of the men's rest room stall doors. At the end of the meeting it was made clear that the event monitors as well as the cleaning crews will continue to work together. The event monitors will spend some time with the cleaning crews and go over what transpired during the events. If there are any problems, the work crew will be made aware of them.

It was also decided to amend the Rules and Regulations, No. 4 to:

"All social event users are required to have one contractual event monitor and one bonafide security guard or the SFPD. A copy of the agreement/contract must be presented to the Exec. Dir. at least one week in advance of the event. No exceptions. A list of Security Guard Services can be provided, if needed."

Action: Commissioner Garlington then moved for this rule to be amended and to take effect January 1, 1997. Commissioner Lepana seconded. Motion passed.

VII. OLD BUSINESS:

1) Commission went into closed session to discuss Commissioner's Knox request to be excused from Commission meetings held on Wednesdays until May, 1997. Upon exiting closed session Commission President Brown announced: At the next Commission meeting on Monday, November 25, 1996 there will be an election for the position of Vice-President of the Commission due to Commissioner John Knox resigning his position of Commission Vice President.

2) Tabled to next Commission meeting, due to Mr. Dunn's absence.

VIII. NEW BUSINESS:

No new business was presented.

IX. PUBLIC COMMENT:

No public comment was presented.

X. ADJOURNMENT:

Action: Commissioner Lepana moved and Commissioner Garlington seconded to adjourn the Southeast Community Facility Commission meeting at 7:25 p.m. Motion passed.

The next SECF Commission meeting is scheduled for Monday, November 25, 1996.

SOUTHEAST COMMUNITY FACILITY COMMISSION

November 25, 1996

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

MONDAY NOVEMBER 25, 1996

6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

APPROVED

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission Vice-President, John Knox, commencing at 6:06 p.m.

II. ROLL CALL

Commissioners

Present:

Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox, Vice President
Commissioner Rogelio Lepana
Commissioner Linda Richardson

Staff Present:

Robert Bryan, City Atty. Office; LaVonne Barnes,
Mayor's Office; Toye Moses, Exec. Dir., SECFC;
Kathy Basconcillo, Sec., SECFC.

Not Present:

Commissioner Bobbrie Brown, President

Guests Present:

Cheryl Towns, Whitney Young Child Development

III. APPROVAL OF MINUTES:

Action: Commissioner Richardson moved and Commissioner Galante seconded to approve the Southeast Community Facility Commission meeting minutes of October 23, 1996. Motion passed.

IV. CORRESPONDENCE/DIRECTOR'S REPORT:

Executive Director Toye Moses first wanted to report that he recently spoke with Commission President Bobbie Brown (within the last hour), that she came through her surgery well, will be recovering in the hospital (Kaiser) through the end of the week, and if anyone wants to get a hold of her we can provide that information.

Then Dr. Moses informed the Commissioners that in their folders they would find copies of:

- a letter from Senator Quentin Kopp acknowledging receipt of a letter from Alex Pitcher (which is also included) regarding the Culinary Program at Southeast;
- copy of a memorandum from SFPD Captain Sylvia Harper through Commission Esther Blanchard regarding the security up at Whitney Young;
- Copy of letter to Mr. David Oppenheim at Whitney Young's Parents for Crime Prevention from Commissioner Blanchard; and, lastly
- Copy of the new streamlined "Travel Policy" form that all (Dept. Heads and) Commissioner's should use to standardize the travel notification procedure.

And in a second folder so indicated, you will also find a copy of the Commission "Rules of Order" particularly the section governing the conducting of Commission meetings. I would like to introduce this topic now for you to review and be ready to discuss changes at the next Commission meeting.

I suggest that we table the discussion about the letter from Quentin Kopp until the next Commission meeting.

The Executive Director reported that he attended the American Public Health Conference in New York and just arrived back last night. It was a very educational and informative seminar. It seems that San Francisco's environmental health problems are not as bad as compared to the rest of the country. I attended a couple of seminars on Environmental issues (lead poisoning, asbestos problems) and how these pharmaceutical companies are dumping expired medication to Third World countries. And when the advertising of tobacco products declined here in the States, all these advertisements have now been shipped overseas to third world countries.

The Southeast Community Facility HVAC Energy Conservation Project is underway, Phase I has been completed; we now have working heat throughout the facility. The skyroof project is next to go into effect; the contractor, Colliers has received their 'notice to proceed' after the City's Purchasing Dept. accepted their bid of \$48,000 to complete the project.

Action: Commissioner Garlington moved and Commissioner Richardson seconded to accept the Director's Report. Motion passed.

V. OLD BUSINESS:

- 1) Election of Vice Chair: Dr. Moses also informed the Commission that in their folders they would find a letter from Commissioner John Knox resigning from the position of Vice Chair of the Commission.

Action: Commissioner Richardson moved and Commissioner Garlington seconded to accept Commissioner Knox's letter of resignation from the position of Commission Vice Chair while remaining a Commissioner. Motion passed.

This being the case, nominations were opened: Commissioner Garlington nominated Commissioner Thomas Galante; Commissioner Lepana nominated Commissioner Richardson; Commissioner Galante nominated Commissioner Richardson. Since he was also nominating Commissioner Richardson Commissioner Galante withdrew his name for consideration.

Action: Commissioner Garlington moved and Commissioner Galante seconded to close nominations. Motion passed.

Discussion on the nominations:

Commissioner Galante explained his nomination of Commissioner Richardson by that she has been on the Commission longer than he has and has much more experience on Commissions and I think she will be able to carry on in a professional manner and make a very capable Vice Chair for the Commission.

Commissioner Lepana also said of his nomination of Commissioner Richardson: When it comes to Vice Chair of the Commission I think she will be the best one. She should be our unanimous vote for the position. Commissioner Knox said that she would not be unanimous choice because the Commission had to vote between Commissioner Galante and Commissioner Richardson unless Commissioner Galante wanted to withdraw his nomination from consideration.

Upon so hearing and since he was also nominating Commissioner Richardson Commissioner Galante asked to withdraw his name from the nomination and called for the question on the motion to elect Commissioner Richardson as Vice Chair of the Commission.

Roll Call Vote: Commissioner Blanchard - yes; Commissioner Galante - yes; Commissioner Garlington - no; Commissioner Knox - yes; Commissioner Lepana - yes; Commissioner Richardson - yes. Vote: 5 Ayes, 1 Nay. Commissioner Linda Richardson will take over as Southeast Community Facility Commission Vice Chair beginning next Commission meeting.

- 2) Report from the Real Estate Dept. - Charlie Dunn: "Since my last meeting on Oct. 23, 1996, we have worked out details for three (3) more satellite leases. Currently we have acceptable lease comments from four of the five tenants. The fifth tenant, Whitney Young Child Development (WYCD), was called in October. As instructed I relayed our desire to complete the last lease so that a resolution could be put before the current Board of Supervisors. Ms. Reid expressed concern to me that the lease does not provide a credit for all of the things she does at the facility. She told me that the Board was going to handle the lease negotiation. She told me that they would be meeting November 5 and someone from the Board would contact me shortly thereafter. When no one called I called WYCDC last week and was informed that Ms. Reid was out of the country until December 2, 1996. WYCDC staff would not give me any other names or numbers so I called Matt Ettinger (as I remembered that the October Safety Committee report names him as President of the Parents Association. Mr. Ettinger referred me to Cheryl Towns, the President of the Whitney Young Child Development Board. Ms. Towns and I had a very good conversation today. It was cooperative and we both felt that the best course of action was to set a December 12 deadline for discussions and that any issues not resolved by staff would be presented at that time.

Status of the Community College lease: (some of which will be discussed at next Commission meeting due to the Culinary Program) City College will not sign their lease until the Culinary Program issue is resolved. There will be a meeting between Commission President Brown and the college to assist in resolving this issue.

Commissioner Knox said he would check his notes, but he was fairly certain that there were two separate issues here and should be treated as such: a) the lease agreement with CCSF/Southeast campus and b) whether or not there would be a Culinary program here at the Southeast Community Facility.

Action: Commissioner Richardson moved and Commissioner Garlington seconded to accept the report from Real Estate Rep. Charlie Dunn. Motion passed.

VII. NEW BUSINESS: No new business was presented at this meeting.

Executive Director, Teye Moses brought to the Commission's attention that there is a regularly scheduled meeting of the Commission on Wednesday, December 25 and due to the holiday, he suggested moving the meeting to Monday, December 23, 1996. All Commissioners checked their respective schedules and agree to move the next Commission meeting to Monday, December 23, 1996.

VIII. PUBLIC COMMENT: Cheryl Towns, President of Whitney Young's Child Development, appearing in place of Careth Reid, who is still out of town (country) stated that the lease will be discussed at the next WYCD Board meeting and specific terminology will be determined to replace the present terminology in the lease that they (Whitney Young) have some concerns about.

IX. ADJOURNMENT:

Action: Commissioner Lepana moved and Commissioner Galante seconded to adjourn the Southeast Community Facility Commission meeting. Motion passed. Meeting adjourned at 6:41 p.m.

The next scheduled Southeast Community Facility Commission meeting is Thurs., Dec. 12, 1996.

SOUTHEAST COMMUNITY FACILITY COMMISSION

December 12, 1996

The Agenda of this meeting is missing.



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#2

12/12/96

SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown, Jr.
Mayor

THURSDAY, DECEMBER 12, 1996
6:00 P.M.

1800 Oakdale Avenue
San Francisco, California 94124

Toye Moses
Executive Director

Bobbrie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

APPROVED

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JAN 16 1997

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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission Vice-Chair, Linda Richardson commencing at 6:04 p.m.

II. ROLL CALL

Commissioners

Present:

Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Linda Richardson, Vice Chair

Excused:

Commissioner Bobbrie Brown, Chair
Commissioner Rollie Lepana

Staff Present:

Robert Bryan, City Atty. Office; LaVonne Barnes,
Mayor's Office; Charlie Dunn, Real Estate Dept.; Toye
Moses, Exec. Dir., SECFC; Kathy Basconcillo, Sec.,
SECFC.; Alex Pitcher, PUC/Water Dept. - Mgr.
Public Affairs

Guests Present:

Careth Reid, Dir., Whitney Young CDC.

III. APPROVAL OF MINUTES:

Commissioner Richardson asked to meet with the Commission Secretary to go over some change requests to the minutes of November 14. Since the Commissioners were given the draft copy of the Commission minutes of November 25 in today's meeting packets, both sets of minutes were tabled for approval to the Southeast Community Facility Commission meeting of December 23, 1996.

IV. COMMUNICATIONS/DIRECTOR'S REPORT:

Exec. Dir. Moses informed Commissioners that in their folders there would be copies of:

- an invitation to the City Attorney's Office Annual Holiday Open House for light refreshments on Friday, Dec. 20 from 8:30 - 10 a.m. at 1390 Market Street, 5th flr.;
- faxed letter from Bruce Chamberlain at the Bureau of Energy Conservation updating us on the status of the Boiler Plant Project;
- "We Tip" phone line service announcement for the Third Street/Potrero District area;
- Bureau of Water Pollution Control (BWPC) Employee Phone list.

As far as activities that have transpired during this reporting period:

1. Assemblymember Carole Migden hosted a Community Forum with the residents of the Southeast Community on Thurs., Dec. 5, 1996. The Director was on the panel and also staffed the meeting. The forum was to seek input and dialogue with the community leaders on issues impacting African-Americans, e.g.: employment/unemployment, housing, health and public safety.

In response to Commissioner Richardson's question about what specific action Assemblymember Migden was planning to take as a result of the meeting at Southeast, Dr. Moses answered that although the meeting's emphasis was to listen to input and dialogue, she is planning to set up a committee to assist her in dealing with issues that arise from this input and dialogue.

2. Supervisor Amos Brown also had a Town Hall meeting at this facility on Mon., Dec. 9, 1996. The Director was on the panel and staffed the meeting. Issues discussed at this meeting included:
 - a) Police brutality towards African-Americans and the possibility of setting-up a Board of Supervisors Task Force to deal with the problem.
 - b) Parent and Children Summit to deal with domestic violence, etc.

In response to Commissioner Blanchard's question about what were some of the concerns expressed from the Community, Dr. Moses responded that a few of the topics that came up were unemployment - how this neighborhood has the highest (63%) homeownership in the City yet also has the highest unemployment rate.

Supervisor Brown is also planning to go to the Board of Supervisors and set up a committee to deal with police brutality and appointed Rev. Edgar Boyd to chair this Committee. He (Sup. Brown) is also trying get legislation through the Board to establish a police brutality task force.

3. Installation of a steel fence at E. P. Mills Community Center will start in early 1997.

Commissioner Blanchard stated that her concern was that with so many different Community meetings going on neighborhood residents can't really get to all of them especially with so much duplication. What happens is everybody's doing different things, but they don't seem to come together - there's no coordination to pull resources together, find out what commonalities they have, or get accurate statistics (which is very important to give the Community a visual of what's happening month-to-month, year-to-year). It's very interesting that all these different committee, groups and task force are being started-up, when we have quite a few that are addressing these same issues right now.

Commissioner Richardson responded that she basically agreed with Commissioner Blanchard regarding the duplication of efforts; however, although there should be a consolidation, the reality is that this a very diverse Community and many of these organizations have different interests. Perhaps a call to the Supervisor's office or to the 13th Assembly District office to inform them of other Community groups efforts would assist in some coordination.

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Communications/Director's Report. Motion passed.

V. REPORT FROM THE MAYOR'S OFFICE - LaVonne Barnes, Special Assistant to the Mayor: Dr. Moses informed the Commission that Ms. Barnes would be coming from another meeting. Commissioner Richardson tabled the report until she arrives.

VI. REPORT FROM CITY'S ATTORNEY'S OFFICE - Robert Bryan: Nothing to report at this time.

VII. OLD BUSINESS:

- 1.) Dr. Moses explained that a copy of the Rules and Regulations governing procedures for conducting "Regular Meeting of the Commission" would also be found in their packets. As discussed at last Commission meeting, Rule 8 (pg. 3) currently leaves out the Commission meetings scheduled on the fourth Wednesdays of each month.

On our legal counsel's recommendation, we need a motion to the effect that Southeast Community Facility Commission meetings will also be held on the fourth Wednesday of each month.

Action: Commissioner Garlington moved and Commissioner Galante seconded to amend the Rules of Order for the Southeast Community Facility Commission, Rule 8: Regular Meetings of the Commission to read: "The Commission shall hold a regular meeting at the Southeast Community Facility Building at 6:00 p.m. on the second Thursday and fourth of Wednesday of each month, unless it be a holiday, in which case the meeting shall be held on the next Thursday or Wednesday which is not a holiday." Motion passed.

2/3) Commissioner Richardson introduced Mr. Alex Pitcher and asked him to update the Commission of the status of the Culinary Arts Program at the Southeast Campus of CCSF. Mr. Pitcher explained that because discussion on this plan has been going for so long, there are very few people who have the correct answers. Therefore, it was suggested that the author of the legislation requesting the funding for this program (Senator Quentin Kopp) be consulted as to whether or not the funds could be used for other purposes. Mr. Pitcher asked the Commission if they had considered any other use(s) for the funds designated for the Culinary Program. When informed that the Commission had never considered any other use for the Culinary Program funds, Mr. Pitcher asked to further explain a little background of these funds.

At the time that this building was erected, in the latter part of the 1970's (about 1979), the College agreed to run certain programs for the benefit of the Community and was in the process of establishing these programs and classes. From early 1980 up to as late as 1985, the codes (electrical, plumbing, etc.) were changed dramatically and drastically. In 1993 the City Architects give us an estimate of \$378,545 for bringing the facility up to code (not including equipping the Culinary program). This is when we started looking at other alternatives for the use of the monies. This brings us to where we are now: however the Commission wants to pursue this, we can't force the College run another Culinary program and the further expense to upgrade the facility would have to be taken into consideration.

After Mr. Pitcher's presentation Commissioner Garlington expressed her opposition to an alternative use of the monies slated for bringing a Culinary Program to the Southeast stating "... we owe it to the efforts of our past Dean and others who worked so hard to get this money. It isn't fair to this Community until we try. City College has been able to find money for other Programs. This money has been set aside for the Culinary Program, I think we should spend it on the Culinary Program."

Mr. Pitcher asked the record to reflect that "the amount of money that the State Chancellor sent down to the Community College has not been tampered with. It is \$278,127.18 that was sent from the State Chancellor's office to the Chancellor's office in San Francisco - that money is intact. The Community College is obligated to put up \$30,903.02 (10%) in matching funds."

Commissioner Richardson then asked: If CCSF has been saying all along that the existing Culinary Program at CCSF is operating at a loss, it appears to me then that no administrator can actually propose funding of a specialty program that is deemed or perceived at a loss - why then are we going to continue to push for a Culinary Program at Southeast based on all these realities from City College? Do we know when the current Culinary Program was established at City College?

Mr. Pitcher answered that to the best of his knowledge there are two Culinary Programs in existence through City College - 1) at the Phelan Campus, in existence for over 20 years; 2) Downtown campus, opened within the last 10 years.

Commissioner Richardson stated that her understanding of when the grant was awarded to Southeast that the Culinary Program here would be modeled after the one at Phelan campus. At this point Commissioner Richardson asked for the December 12, 1996 letter from CCSF Chief Operating Officer Peter Goldstein to Anthony Delucchi at the City's Real Estate Dept. summarizing CCSF's position "regarding a potential Culinary Program at the Southeast Community Facility, 1800 Oakdale" to be read. Summarily CCSF takes the position that: "... a Culinary Program at Southeast would not be recommended ... because it is not believed to be economically viable due to required base building improvements and the probable operating loss. ... CCSF would only be willing to implement the Culinary Program if: 1) all building improvements ... were paid by the City (... in addition to the cost of equipping the program.) and 2) The estimated operating loss was credited against the current rent." Additionally "if a mutually agreeable alternative program is established ... CCSF is willing to fund and operate a Culinary Program at the Meals on Wheels site on Fairfax St."

Commissioner Knox expressed his concerns: 1) this Commission has been given most if not all the background history on the different aspects of the Culinary Program, and 2) CCSF did not come to meet with us (this Commission), we invited them to come so we could let them know we as a Commission were concerned with this money, and why issue has been taken to establish a Culinary Program one way or the other. With CCSF being the holding agency of this money, basically what they've done is withheld funds for this project getting started even after the Commission has voted for it going through. If CCSF initially wanted to do something different with the money, they should have come to the Commission - which they did not.

Another point is that CCSF does not acknowledge this Commission as an entity they should be dealing with. The Commission recently voted on still wanting to do the Culinary Program. This new letter to Mr. Delucchi, dated December 12, 1996 where CCSF takes a position on the Culinary Program could have/should have been addressed to the Commission.

As representatives of the Community, we feel the Community has been "put down". Even though a lot of time has lapsed from the inception of this project to the present, the Community was promised a program, steps were taken to see that the program could be put in place, then the program was put on hold and now, as what has happened too often in the past, the program is now being look at to cancel.

Also if CCSF is losing money to the tune of \$90,000 annually with a current Culinary Program, why not cancel the program and why promise to fund an another off-site program in this area?

As an attempt to answer some of Commissioner Knox's concerns, Mr. Pitcher stated: Politics in the City have changed alot since the 1970's. The sentiment is to keep CCSF as a tenant at Southeast. However, the Commission cannot force CCSF to implement a Culinary Program, whether or not the City spend the monies to upgrade the facilities for that purpose or not.

Commissioner Garlington expressed her opinion that: Whether CCSF holds the funding for the implementation of a Culinary Program or not, the monies are not for CCSF to spend on whatever they want. If the City or CCSF doesn't have the money to upgrade the plumbing, then its up to the Community to find someone who can put the plumbing in - this Community is strong enough to do that, then go on with the Culinary Program.

In response to Commissioner Garlington's opinion, Mr. Pitcher informed the Commission Some months ago we look into transferring the Culinary Program funding over to the City, and making the City responsible for running the program in conjunction with the Commission and the Community. What we discovered in the legislation that allocated this money is that only CCSF could equip the Culinary Program and then the City would exclude that portion from the CCSF fees. Because CCSF didn't have any moneys to set aside for the Culinary Program, this is the only way CCSF could contribute a portion towards establishing a program here.

Commissioner Blanchard asked the question: At one of the past Commission meetings we received correspondence to the affect saying that the cost for the upgrades could be covered by some other funds - are there other funds available from any source to take of the cost of upgrades in the amount of \$378,545.00.

Again, Mr. Pitcher asked to address Commissioner Blanchard's question: The operating cost for running the facility comes from sewage service revenue funding and the City is responsible for operating and maintaining this facility. So even though its public, it has to come from the city's sewer system revenues and has to go before the Board of Supervisors for an increase which at this time I do not believe would be very easy to obtained.

Commissioner Richardson then asked: If a mutually agreeable alternative is impossible, what do we then do - do we risk losing this money entirely or do we focus on a viable alternative program for this Community?

Again Mr. Pitcher answered: No matter what I feel, I think the only option is to work towards a specific program that the college will free up the moneys plus the matching funds for.

After further discussion on the Culinary Program, the Commission decided to take this issue back to the Community, but first Mr. Pitcher agreed to provide original copies of the Memorandum of Understanding and the original language of the Legislation allocating the moneys. Commissioner Blanchard also asked for an update on the cost of the upgrades.

Action: Commissioner Blanchard and Commissioner Galante seconded to authorize the staff to prepare the appropriate correspondence to invite the Community to a town hall meeting regarding the Culinary Program.

4) Real Estate Dept. report from Mr. Charlie Dunn:

"Please to report that we have met several times with Whitney Young Child Development, the last leasee (at E. P. Mills without a signed contract) and as of 9:45 p.m. last night have come to a general lease agreement. Lease changes were incorporated into the draft and sent to the City Attorney for review. Mr. Bryan had some concerns which still need to be discussed with Ms. Reid. However, I do not believe that there are issues which cannot be resolved and thus recommend that the Commission consider the draft legislation which is in your packet. If the Commission votes to recommend that Real Estate submit legislation generally in this form, Real Estate will proceed with preparation of legislation and the appropriate cover letter and other documentation.

Since the exact item of the Whitney Young Lease Agreement was not on the agenda, the item will be tabled to the next Commission meeting where a vote can be taken.

At this point, Commission Vice-Chair Richardson asked Ms. Barnes to give her report since she arrived during the last agenda item discussion:

- Mayor's Neighborhood Office is now in Room 10 of this facility. The office hours are Mon. 9 a.m. - 12 noon and Weds. 5 p.m. - 8 p.m. We have had between 3 - 4 walk-ins so far.

- For our Thanksgiving giveaway we were a little short on turkeys; however, we have been contacted by another Community business that wants to establish a tradition of giving out Christmas (grocery) baskets. We are working on getting them the names and other pertinent information for the Christmas giveaway.
- Two children from the Bayview-Hunter's Point Community have been chosen for a free shopping spree.
- We are also working on getting the Mayor's schedule aired on radio and TV so more City business will get publicized.
- One last item is that a few months back the Martin Luther King swimming pool that the Seniors in the neighborhood use should be repaired and back in working condition within 6 months, instead of the two years that was originally estimated.

VIII. INTRODUCTION OF NEW BUSINESS:

Commissioner Richardson raised the issue/concerns of school age minors hanging out in the neighborhood during school hours. What can this Commission do to address this truancy problem? This issue will be discussed and put on the agenda for the next Commission meeting.

Dr. Moses reminded the Commissioners:

- The next meeting of the Commission will be on Monday, December 23, 1996.
- Bobbie Brown is recovering at home from her recent surgery; and
- as soon as Commissioner Brown is able and a mutually agreeable date and time can be scheduled Commissioners Brown, Richardson and Garlington will be sworn in on their next terms as Commissioners.

IX. PUBLIC COMMENTS:

Ms. Careth Reid, director of Whitney Young CDC thanked the Commission and Real Estate Dept. for working with her on the lease agreement.

X. ADJOURNMENT:

Action: Commissioner Blanchard moved and Commissioner Knox moved to adjourn at 7:44 p.m. Motion passed.

The next Southeast Community Facility Commission meeting is on Monday, Dec. 23, 1996.

SOUTHEAST COMMUNITY FACILITY COMMISSION

December 23, 1996

The Agenda of this meeting is missing.



SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY of SAN FRANCISCO

MINUTES

Willie L. Brown, Jr.
Mayor

Toye Moses
Executive Director

Bobbrie Brown
President

Esther Blanchard
Thomas Galante
Ethel Garlington
John Knox
Rogelio Lepana
Linda Richardson

MONDAY, DECEMBER 23, 1996
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California 94124

APPROVED

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JAN 16 1997

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I. CALL TO ORDER

The Southeast Community Facility Commission meeting was called to order by Commission Vice-Chair, Linda Richardson commencing at 6:04 p.m.

II. ROLL CALL

Commissioners

Present:

Commissioner Esther Blanchard
Commissioner Thomas Galante
Commissioner Ethel Garlington
Commissioner John Knox
Commissioner Linda Richardson, Vice Chair

Excused:

Commissioner Bobbrie Brown, Chair
Commissioner Rollie Lepana

Staff Present:

Toye Moses, Exec. Dir., SECFC; Kathy Basconcillo,
Sec., SECFC

III. APPROVAL OF MINUTES:

Action: Commissioner Garlington moved and Commissioner Galante seconded to approve the minutes of November 14 and 25, 1996. Motion passed.

The minutes for December 12, 1996 will be submitted to the Commissioners for review before the next Commission meeting.

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1/23/96

IV. DIRECTOR'S REPORT:

Exec. Dir. Moses informed Commissioners that since the last Commission meeting staff has been working on:

- Projected budget for 1996-97 Fiscal Year: have proposed \$585,174 for the Southeast Community Facility and \$123,000 E. P. Mills Community Center; is now with the Public Utilities Commission, will then go to the CAC, the Mayor, then the Board of Supervisors for review. Commission will be kept abreast of each review.

Action: Commissioner Garlington moved and Commissioner Galante seconded to accept the Director's Report. Motion passed.

V. OLD BUSINESS:

- a) After the Commission Secretary read the first page of the proposed resolution to authorize and direct the execution of the lease agreements with the five mentioned tenants,

Action: Commissioner Galante moved and Commissioner Blanchard seconded to change the wording on the first page of the resolution from "... Dept. of Public Works. . ." to "... Public Utilities Commission. . .". Motion passed.

Commissioner Garlington moved and Commissioner Galante seconded to accept the resolution authorizing and directing the execution of the lease agreement with the five(5) mentioned tenants (q.v.). Motion passed.

- b) Regarding last Commission meeting's discussion on juvenile crime and truancy in the Southeast section of San Francisco:

Exec. Dir. Toye Moses suggested inviting members of different Community Groups to staff a panel discussion wherein they would be asked pertinent questions regarding the crime levels and truancy reasons and habits of youth in the Bayview-Hunter's Point. Some of the suggested invitees were: Coleman Advocate; Juvenile Probation Dept. (YGC); the Police Chief; youth service agencies; NAACP; the Superintendent of School, Dr. Rojas; and the District Attorney's office.

Action: Commissioner Blanchard moved and Commissioner Galante seconded to direct staff to get background materials/statistics on:

- *Truancy laws in effect in the City and County of San Francisco;*
- *Statistics on Juvenile crime in the 94124 zip code and the whole City. Motion passed.*

After addition discussion on juvenile crime and truancy in the Southeast sector, the Commission decided to enlist the Mayor's office for support, send the panel speakers a set of specific questions they could answer at the Commission meeting, and not necessarily invite all the above-mentioned Community Groups at one time, perhaps divide them into categories then issue invitations to different meetings.

VI. INTRODUCTION OF NEW BUSINESS FOR FUTURE AGENDAS:

No new agenda items were introduced for New Business; however, Dr. Moses updated the Commission that Commission President Bobbrie Brown was recuperating from her recent surgery slowly at home and she would welcome other Commissioners calling/calling on her.

VII. PUBLIC COMMENT:

There was no public comment at this Commission meeting.

VIII. ADJOURNMENT:

Action: Commissioner Garlington moved and Commissioner Galante seconded to adjourn the meeting at 6:35 p.m.

The next Southeast Community Facility Commission Meeting is scheduled for Thursday, January 9, 1997.

